

**AGENDA**  
**REGULAR MEETING of THE HOLTVILLE CITY COUNCIL**  
**121 WEST FIFTH STREET - HOLTVILLE, CALIFORNIA**

**Monday, August 9, 2021**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Mike Goodsell, Mayor            | <input type="checkbox"/> Ginger Ward, Council Member   | <input type="checkbox"/> Jack Holt, City Engineer    |
| <input type="checkbox"/> Richard Layton, Mayor Pro Tem   | <input type="checkbox"/> George Morris, City Treasurer | <input type="checkbox"/> George Galvan, City Planner |
| <input type="checkbox"/> Murray Anderson, Council Member | <input type="checkbox"/> Steve Walker, City Attorney   | <input type="checkbox"/> Alex Silva, Fire Chief      |
| <input type="checkbox"/> Michael Pacheco, Council Member | <input type="checkbox"/> Nick Wells, City Manager      | <input type="checkbox"/> Roy Patterson, Police Chief |

**THIS IS A PUBLIC MEETING**

*The Holtville City Council values your input if there is an issue on which you wish to be heard, for both items listed on the agenda and for items of general concern. The Mayor reserves the right to place a limit on each person's comments. Any public comments must include the individual's name and address for the record. Personal attacks on individuals and/or comments which are slanderous or which may invade an individual's personal privacy are not permitted.*

***PLEASE TAKE NOTE that on Monday, August 9, 2021, at 5:30 PM, the Holtville City Council will hold its regularly scheduled meeting. Public comments will be accepted for items on both the Closed and Open Session agendas, however, for those that wish maintain social distancing, alternative methods for public participation have been provided.***

***Written Comments:***                      *NWells@Holtville.ca.gov*                      ***Deadline to Submit: 4:00 PM, 08/09/21***

***Zoom Conference:***    823 4305 9171    ***Password: HoltCC***

*This notice and the Agenda for this meeting are available for public inspection at 121 W Fifth Street in Holtville, California, and on the [www.Holtville.ca.gov](http://www.Holtville.ca.gov) website.*

**CITY COUNCIL**

**MEETING CONVENED 5:30 PM**

**CLOSED SESSION PUBLIC COMMENTS:**                      This is the time for the public to address the City Council on any item appearing on the Closed Session agenda for this meeting.

**ADJOURN TO CLOSED SESSION**

**CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION:**

*(Government Code Section 54956.9(a))*

Charles Simpson vs. City of Holtville

Von Hermann vs. MTC, City of Holtville

**PUBLIC EMPLOYMENT:**

*(Government Code Section 54957.6)*

City Manager Evaluation

**RECONVENE OPEN SESSION**

**PLEDGE of ALLEGIANCE:**

**INVOCATION:**

*Pastor Ignacio Rocha (Iglesia Bethel) &  
Pastor Richard Moore (Trinity Baptist Church)*

**CITY CLERK RE: Verification of Posting of the Agenda**

**EXECUTIVE SESSION ANNOUNCEMENTS:**

**GENERAL PUBLIC COMMENTS:**                      The public may address the City Council on any item that DOES NOT appear on the agenda for this meeting within the purview of the City Council.

**1. CONSENT AGENDA:**

*The items on the Consent Agenda are to be approved without comment. Should any Council Member or member of the public wish to discuss any item, they may request that the item be removed from the Consent Agenda and placed on the NEW Business agenda.*

- a. Approval of the Minutes from the Regular Meeting of Monday, July 12, 2021.
- b. Current Demands #43118 through #43188

**REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUEs:****2. UNFINISHED BUSINESS:** *None***3. NEW BUSINESS:**

- a. **Discussion/Related Action to Adopt RESOLUTION #21-23** Authorizing Bid  
Advertisement for the Holtville Wetlands Project *George Galvan, City Planner*
- b. **Discussion/Related Action to Adopt RESOLUTION #21-24** Approving a Letter to the  
Imperial County Local Agency Formation Commission (LAFCo), Waiving the City's Right to  
Protest the Annexation of APN'S 045-390-067, 045-390-065, 045-390-066, and  
045-390-044 for the Melon Properties LLC Multi-Family Development Project  
*George Galvan, City Planner*
- c. **PUBLIC HEARING Discussion/Related Action to Adopt RESOLUTION #21-25**  
Approving the 2021-2029 Housing Element Draft and Authorizaing the Submittal of the Draft  
to the Department of Housing and Community Development *George Galvan, City Planner*

**4. INFORMATION ONLY:** *None***5. STAFF REPORTS**


- a. **City Manager Report - Nick Wells**
- b. *(Reserved for Finance Report)*
- c. **Police Chief - Roy Patterson**
- d. **Water/Wastewater Supervisor - Frank Cornejo**

**6. Items for future meetings** *County presentation for the regional Climate Action Plan (August)***7. ADJOURNMENT:**

I, Nicholas D. Wells, Acting City Clerk of the City of Holtville, California, **DO HEREBY CERTIFY** that the foregoing agenda was duly posted at Holtville City Hall and on the City of Holtville's website (www.Holtville.ca.gov) on Friday, August 6, 2021.

# THE MINUTES OF THE REGULAR MEETING OF THE HOLTVILLE CITY COUNCIL

**Monday, July 12, 2021**

MEETING DATE:		8/9/21
ITEM NUMBER		1
Approvals	CITY MANAGER	
	FINANCE MANAGER	
	CITY ATTORNEY	

The Regular Meeting of the Holtville City Council was held on Monday, July 12, 2021, at 5:30 pm in the Civic Center. Mayor Mike Goodsell was present, as were Council Members Murray Anderson, Richard Layton, and Mike Pacheco. Council Member Ginger Ward joined via Zoom. City Treasurer George Morris, City Attorney Steve Walker, City Manager Nick Wells, City Planner George Galvan and Police Chief Roy Patterson, and were also present.

## **CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:**

The Closed Session meeting was called to order at 5:31 p.m. by Mayor Mike Goodsell.

## **CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION:**

*(Government Code Section 54956.9(a))*

Charles Simpson vs. City of Holtville

Von Hermann vs. MTC, City of Holtville

## **PUBLIC EMPLOYMENT:**

*(Government Code Section 54957.6)*

City Manager Evaluation

Evaluation Criteria

*No Reportable Action Taken*

## **CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:**

Mayor Mike Goodsell called the Open Session meeting to order at 6:00 PM.

**PLEDGE OF ALLEGIANCE:** Mr. Layton led the Pledge of Allegiance.

**INVOCATION:** An Invocation was given in Spanish by Carlos Padilla of the Trinity Baptist Men's Restoration Home. John Hawk offered an Invocation in English.

## **CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:**

City Manager Nick Wells verified that the agenda was duly posted on Friday, July 9, 2021.

**EXECUTIVE SESSION ANNOUNCEMENTS:** Mr. Walker reported that there were none.

**PUBLIC COMMENTS:** The Public was given various opportunities for comment including email to the City Manager, a video participation platform and/or physical attendance to the meeting.

*There were none.*

## **1. CITY COUNCIL CONSENT AGENDA:**

**a. Approval of the Minutes from the Regular Meeting of Monday, June 28, 2021.**

**b. Current Demands #43064 through #43117**

*A motion was made by Mr. Layton and seconded by Mr. Pacheco to approve the Consent Agenda as presented. The motion passed in the form of a roll call vote.*

AYES: Anderson, Pacheco, Layton, Ward, Goodsell

NOES: None

ABSENT: None

ABSTAIN: *None*

## **REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQUE:**

Mr. Patterson informed Council that recent issues with the Blossom Valley Inn have eased over the past few weeks. He had no major incidents to report from Independence Day celebrations.

Mr. Morris announced that 100 year anniversary of the Schwingfest will be marked at the Swiss Club at this year's event.

Mr. Pacheco had nothing to report.

Mr. Anderson attended the Little League playoff game at Mack Park. He was disappointed with the field condition and asked Mr. Wells to have Public Works give it extra attention before the next game.

Mr. Layton had nothing to report.

Ms. Ward will attend an Area Agency on Aging meeting on Thursday.

Mr. Goodsell has an Airport Land Use Committee meeting this week.

Mr. Walker had nothing to report.

Mr. Wells opted to give his report later in the meeting.

Mr. Galvan informed Council that resurfacing work will begin in August on Highway 115 by Caltrans.

## **2. UNFINISHED BUSINESS:      *None***

## **3. NEW BUSINESS:**

- a. Discussion/Related Action to Adopt RESOLUTION #21-20** Approving a Similar Use Determination Requiring a Conditional Use Permit for Self-Storage Facilities in the Downtown-B Zone.

*George Galvan, City Planner*

*Mr. Galvan described the proposed project. Mr. Anderson asked if a need had been identified. Staff deferred to the project proponent that relayed some factors that made the project feasible.*

*A motion was made by Mr. Pacheco and seconded by Mr. Layton to adopt the resolution as presented. The motion passed in the form of a roll call vote.*

AYES: *Anderson, Pacheco, Layton, Ward, Goodsell*

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

- b. Discussion/Related Action to Adopt RESOLUTION #21-21** Approving the Award of a Construction Contract for the Cedar Avenue Sidewalk Improvements Project from Fourth to Fifth Street: CML-5174 (030)

*George Galvan, City Planner*

*Mr. Galvan described the process followed to derive the preferred bid.*

*A motion was made by Mr. Layton and seconded by Mr. Pacheco to adopt the resolution as presented. The motion passed in the form of a roll call vote.*

AYES: *Anderson, Pacheco, Layton, Ward, Goodsell*

NOES: *None*

ABSENT: *None*  
ABSTAIN: *None*

**c. Discussion/Related Action to Adopt RESOLUTION #21-22** Authorizing a Contract with  
The Holt Group for Assessment of the Holtville Street System      *Nick Wells, City Manager*

*Mr. Wells gave a brief description of the need and asked if there was input from Council.*

*Multiple Council members echoed the necessity.*

*A motion was made by Mr. Pacheco and seconded by Mr. Layton to adopt the resolution as presented. The motion passed in the form of a roll call vote.*

AYES: *Anderson, Pacheco, Layton, Ward, Goodsell*

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

**3. INFORMATION ONLY:** *None*

**4. STAFF REPORTS:**

**a. City Manager Report**

**b. (Reserved)**

**c. Police Chief – Roy Patterson**

**d. Water/Wastewater Supervisor - Frank Cornejo**

**e. Public Works Foreman – Alex Chavez**

**5. Items for Future Meetings:**

**6. ADJOURNMENT:**

There being no further business to come before the Council, Mayor Goodsell adjourned the meeting at 7:25 PM

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**Mike Goodsell, Mayor**

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**Nicholas D. Wells, Acting City Clerk**

# CITY OF HOLTVILLE

## Monthly Check Register

Date : 8/6/2021 8:48:23 AM  
User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description
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Check Number : 43118 Check Date : 7/19/2021

Vendor : 8989 RAYLENE TAPICERA

10	100141	7/14/2021	RED HELMET TRAI	MILEAGE/ PER DIEM FOR RED HELMET	FD	316.08
Invoice Amount : 316.08		Discount Amount : 0.00		Check Amount :		316.08

Check Number : 43119 Check Date : 7/19/2021

Vendor : 8797 RED HELMET TRAINING

10	100140	7/14/2021	2016 CALIF. FIR	FIRE INSPECTION AND CODE ENFORC	FD	360.00
Invoice Amount : 360.00		Discount Amount : 0.00		Check Amount :		360.00

Check Number : 43120 Check Date : 7/26/2021

Vendor : 8987 ACE HARDWARE

10	100180	7/20/2021	C38785	CLEANING SUPPLIES		35.92
10	100181	7/20/2021	C39013	KNOB		10.76
10	100182	7/20/2021	C39766	CABLE; CAUTION TAPE		52.98
10	100185	7/20/2021	C39789	CLEANING SUPPLIES		130.46
10	100187	7/20/2021	C38343	DRINKING WATER; PAINT;		22.13
10	100189	7/20/2021	C38252	CABLE TRASH BAGS		53.84
10	100237	7/21/2021	C41070	KEYS		6.44
10	100238	7/21/2021	C41072	MOUSE TRAPS CITY YARD		22.56
10	100325	7/26/2021	C42033	LEAF RAKE		32.31
10	100326	7/26/2021	C37867	DOUG FIR; STAKES;		47.28
10	100330	7/26/2021	C42804	FILTER FOR SHOP VAC		23.69
10	100331	7/26/2021	C35493	PLUMBING REPAIRS TO CITY YARD		48.72
10	100332	7/26/2021	C34038	VAVLE BOX COVER; BATTERIES		28.19
10	100333	7/26/2021	C33006	TRIM LINE; PRUNER		75.40
10	100334	7/26/2021	C26194	OIL HP ULTRA STIHL		32.20
10	100335	7/26/2021	C25512	GRASS SEED; SPRINKLER REPAIR PA		121.52
10	100338	7/26/2021	C41133	PADLOCK; KEYS		58.21
Invoice Amount : 802.61		Discount Amount : 0.00		Check Amount :		802.61

Check Number : 43121 Check Date : 7/26/2021

Vendor : 1065 ACME SAFETY & SUPPLY CO.

10	100196	7/20/2021	145566	TRAFFIC SIGNS	PW	1,060.85
10	100212	7/20/2021	146321	STREET SIGNS		4,326.76
Invoice Amount : 5,387.61		Discount Amount : 0.00		Check Amount :		5,387.61

Check Number : 43122 Check Date : 7/26/2021

Vendor : 8041 AFLAC

10	100244	7/21/2021	188855	INSURANCE PREMIUM	ADMIN	104.26
10	100249	7/21/2021	438306	INSURANCE PREMIUM		104.26
Invoice Amount : 208.52		Discount Amount : 0.00		Check Amount :		208.52

Check Number : 43123 Check Date : 7/26/2021

Vendor : 2378 AT&T

10	100254	7/21/2021	16723904	TELEPPHONE CHARGES	ADMIN	618.74
11	100254	7/21/2021	16723904	TELEPPHONE CHARGES		68.70
12	100254	7/21/2021	16723904	TELEPPHONE CHARGES		129.75
Invoice Amount : 817.19		Discount Amount : 0.00		Check Amount :		817.19

Check Number : 43124 Check Date : 7/26/2021

Vendor : 8016 AT&T MOBILITY

10	100292	7/23/2021	JULY 2021	CELL PHONE	ADMIN	90.48
Invoice Amount : 90.48		Discount Amount : 0.00		Check Amount :		90.48

Check Number : 43125 Check Date : 7/26/2021

Vendor : 7800 AUTO ZONE COMMERCIAL

10	100184	7/20/2021	5648314351	VEHICLE WASH; MOTOR TREATMENT;	FD	55.97
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MEETING DATE: 08/09/21

ITEM NUMBER 1 b

CITY MANAGER

FINANCE MANAGER

CITY ATTORNEY

Approvals

## CITY OF HOLTVILLE

### Monthly Check Register

Date : 8/6/2021 8:48:23 AM

User Name : Lee Ann

Calendar Month/Year : &lt;ALL&gt; &lt;ALL&gt;

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
10	100206	7/20/2021	5648310869	STEERING WHEEL COVER	BLDG.	21.00
10	100207	7/20/2021	564831075	SUN SHADE		21.25
Invoice Amount : 98.22		Discount Amount : 0.00		Check Amount :		98.22
Check Number : 43126		Check Date : 7/26/2021				
Vendor : 1237 BABCOCK & SONS, INC.						
12	100221	7/21/2021	CG10895-2279	LAB ANALYSIS	PW	104.00
12	100222	7/21/2021	CG10894-2279	LAB ANALYSIS		148.00
12	100226	7/21/2021	CG10200-2279	LAB ANALYSIS		104.00
12	100227	7/21/2021	CG10201-2279	LAB ANALYSIS		74.00
12	100228	7/21/2021	CG10716-2279	LAB ANALYSIS		32.00
12	100229	7/21/2021	CG10742-2279	LAB ANALYSIS		74.00
12	100230	7/21/2021	CG10743-2279	LAB ANALYSIS		104.00
Invoice Amount : 640.00		Discount Amount : 0.00		Check Amount :		640.00
Check Number : 43127		Check Date : 7/26/2021				
Vendor : 4617 BAJA DESERT TIRE						
10	100204	7/20/2021	S21-0047	TIRES FOR BUILDING INSPECTOR VEH	BLDG.	663.33
10	100327	7/26/2021	S21-0380	REPAIR FLAT TIRE	PW	18.00
11	100329	7/26/2021	63612	NEW TUBE		6.13
12	100329	7/26/2021	63612	NEW TUBE		6.13
Invoice Amount : 693.59		Discount Amount : 0.00		Check Amount :		693.59
Check Number : 43128		Check Date : 7/26/2021				
Vendor : 8774 BARTON PROPERTIES		ADMIN				
10	100322	7/23/2021	JUDGEMENT DUE 5	WILLOWBEND JUDGEMENT PAYMENT		53,052.00
Invoice Amount : 53,052.00		Discount Amount : 0.00		Check Amount :		53,052.00
Check Number : 43129		Check Date : 7/26/2021				
Vendor : 8703 CALIFORNIA BUILDING STANDARDS COMMISSION		BLDG.				
10	100321	7/23/2021	4/1/21 THRU 6/3	BUILDING STANDARDS ADMIN FUND		39.60
Invoice Amount : 39.60		Discount Amount : 0.00		Check Amount :		39.60
Check Number : 43130		Check Date : 7/26/2021				
Vendor : 1839 CITY OF EL CENTRO		PW				
11	100215	7/20/2021	1697	2020 UPDATE OF I.V. JOINT WATER		4,329.77
Invoice Amount : 4,329.77		Discount Amount : 0.00		Check Amount :		4,329.77
Check Number : 43131		Check Date : 7/26/2021				
Vendor : 8796 CORE & MAIN LP		PW				
11	100198	7/20/2021	P156072	ADPTER; COUPLINGS		101.82
Invoice Amount : 101.82		Discount Amount : 0.00		Check Amount :		101.82
Check Number : 43132		Check Date : 7/26/2021				
Vendor : 2320 COUNTY MOTOR PARTS						
10	100188	7/20/2021	279313	HEAVY DUTY ANTIFREEZE	PW	65.59
12	100236	7/21/2021	279777	HYDRA FLUID FOR VACTOR		99.12
Invoice Amount : 164.71		Discount Amount : 0.00		Check Amount :		164.71
Check Number : 43133		Check Date : 7/26/2021				
Vendor : 1907 COUNTY OF SAN DIEGO, RCS						
10	100190	7/20/2021	21HOLTFDN12	800 MHZ RADIOS	FD/PW	570.00
11	100190	7/20/2021	21HOLTFDN12	800 MHZ RADIOS		14.25
12	100190	7/20/2021	21HOLTFDN12	800 MHZ RADIOS		14.25
Invoice Amount : 598.50		Discount Amount : 0.00		Check Amount :		598.50
Check Number : 43134		Check Date : 7/26/2021				
Vendor : 7932 CR&R INCORPORATED		TRASH				
10	100298	7/23/2021	1/1/21 THRU 6/3	STREET SWEEPING COLLECTED FROM C		2,689.02
Invoice Amount : 2,689.02		Discount Amount : 0.00		Check Amount :		2,689.02

## CITY OF HOLTVILLE

### Monthly Check Register

Date : 8/6/2021 8:48:23 AM

User Name : Lee Ann

Calendar Month/Year : &lt;ALL&gt; &lt;ALL&gt;

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount	
<b>Check Number : 43135      Check Date : 7/26/2021</b>							
<b>Vendor : 2099 DAVE BANG ASSOCIATES</b>					<b>PW</b>		
10	100336	7/26/2021	CA50175	PLAYGROUND REPLACEMENT PARTS		687.13	
<b>Invoice Amount : 687.13</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount : 687.13</b>			
<b>Check Number : 43136      Check Date : 7/26/2021</b>							
<b>Vendor : 1435 DEL SOL MARKET</b>							
10	100175	7/20/2021	547	DRINKS FOR FIRE FIGHTERS AFTER		65.83	
10	100178	7/20/2021	546	DRINKING WATER	<b>FD</b>	20.43	
<b>Invoice Amount : 86.26</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount : 86.26</b>			
<b>Check Number : 43137      Check Date : 7/26/2021</b>							
<b>Vendor : 8139 DEPARTMENT OF CONSERVATION</b>					<b>BLDG.</b>		
10	100320	7/23/2021	4/1/21 THRU 6/3	STRONG MOTION & SEISMIC HAZARD		103.97	
<b>Invoice Amount : 103.97</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount : 103.97</b>			
<b>Check Number : 43138      Check Date : 7/26/2021</b>							
<b>Vendor : 1540 DRAGON'S EXTERMINATOR</b>					<b>PW</b>		
10	100201	7/20/2021	89206023	PEST CONTROL SERVICES TO CITY B		220.00	
<b>Invoice Amount : 220.00</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount : 220.00</b>			
<b>Check Number : 43139      Check Date : 7/26/2021</b>							
<b>Vendor : 1248 EMERGENCY MEDICAL PRODUCTS, INC.</b>							
10	100183	7/20/2021	2265461	MEDICAL SUPPLIES	<b>FD</b>	979.44	
<b>Invoice Amount : 979.44</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount : 979.44</b>			
<b>Check Number : 43140      Check Date : 7/26/2021</b>							
<b>Vendor : 1795 FAILSAFE TESTING</b>							
10	100186	7/20/2021	11489	GROUND LADDERS TESTED	<b>FD</b>	746.40	
<b>Invoice Amount : 746.40</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount : 746.40</b>			
<b>Check Number : 43141      Check Date : 7/26/2021</b>							
<b>Vendor : 4662 FERNANDO RUIZ, INC.</b>							
10	100225	7/21/2021	152516	SAFETY SERVICES	<b>PW</b>	235.00	
11	100225	7/21/2021	152516	SAFETY SERVICES		235.00	
12	100225	7/21/2021	152516	SAFETY SERVICES		235.00	
<b>Invoice Amount : 705.00</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount : 705.00</b>			
<b>Check Number : 43142      Check Date : 7/26/2021</b>							
<b>Vendor : 8699 GOLDEN WEST INDUSTRIAL SUPPLY</b>							
10	100177	7/20/2021	2109416	LED WORKLIGHTS	<b>FD</b>	304.57	
<b>Invoice Amount : 304.57</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount : 304.57</b>			
<b>Check Number : 43143      Check Date : 7/26/2021</b>							
<b>Vendor : 1015 HOLT GROUP, THE</b>							
10	100267	7/22/2021	21-05-018	(207) REVIEW BUILDING PERMITS &	<b>ADMIN</b>	3,775.00	
11	100268	7/22/2021	21-05-019	(450) WATER TREATMENT PLAN SRF		735.00	
10	100269	7/22/2021	21-05-029	(500) 6TH CYCLE HOUSING ELEMEN		5,377.50	
10	100270	7/22/2021	21-05-023	(509) 521 CEDAR AVE. DOWNTOWN		600.00	
10	100271	7/22/2021	21-05-022	(507) 820 E. 5TH STREET MINI STOR		2,520.00	
10	100272	7/22/2021	21-05-021	(494) SUN COMMUNITY DESIGN REVI		2,845.00	
22	100273	7/22/2021	21-05-020	(456) BOR GRANT ADMIN AND PERMI		660.00	
10	100274	7/22/2021	21-05-017	(047) MISC. PLANNING SERVICES		1,931.25	
11	100275	7/22/2021	21-05-016	(455) ENG. SERVICES FOR THE WA		15,555.00	
22	100276	7/22/2021	21-05-015	(497E) DESIGN ENGINEERING AND BI		3,045.25	
10	100277	7/22/2021	21-05-014	(000) MISC. ENG. SERVICES		550.00	
<b>Invoice Amount : 37,594.00</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount : 37,594.00</b>			
<b>Check Number : 43144      Check Date : 7/26/2021</b>							
<b>Vendor : 1019 HOLTVILLE TRIBUNE</b>							



## CITY OF HOLTVILLE

### Monthly Check Register

Date : 8/6/2021 8:48:23 AM

User Name : Lee Ann

Calendar Month/Year : &lt;ALL&gt; &lt;ALL&gt;

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
13	100294	7/23/2021	0100698	ANNUAL CPI TRASH RATE INCREASE	TRASH	252.00
Invoice Amount : 252.00		Discount Amount : 0.00		Check Amount :		252.00
Check Number : 43145		Check Date : 7/26/2021				
Vendor : 1150 HUMANE SOCIETY OF IMPERIAL COUNTY					ACO	
10	100197	7/20/2021	APRIL,MAY,JUNE	ANIMAL CARE		900.00
Invoice Amount : 900.00		Discount Amount : 0.00		Check Amount :		900.00
Check Number : 43146		Check Date : 7/26/2021				
Vendor : 8832 IMAGE SOURCE					ADMIN	
10	100194	7/20/2021	25AR1298175	COPIER USAGE		1.09
10	100248	7/21/2021	25AR1298176	COPIER USAGE		169.67
11	100248	7/21/2021	25AR1298176	COPIER USAGE		94.67
12	100248	7/21/2021	25AR1298176	COPIER USAGE		94.67
Invoice Amount : 360.10		Discount Amount : 0.00		Check Amount :		360.10
Check Number : 43147		Check Date : 7/26/2021				
Vendor : 8099 IMPERIAL COUNTY AUDITOR-CONTROLLER					ADMIN	
10	100246	7/21/2021	2021-22 LAFCP B	CITY OF HOLTVILLE SHARE OF LAFC		6,286.77
Invoice Amount : 6,286.77		Discount Amount : 0.00		Check Amount :		6,286.77
Check Number : 43148		Check Date : 7/26/2021				
Vendor : 1026 IMPERIAL IRRIGATION DISTRICT					ADMIN	
10	100250	7/21/2021	JULY 2021	ELECTRICITY		5,724.16
11	100250	7/21/2021	JULY 2021	ELECTRICITY		9,856.71
12	100250	7/21/2021	JULY 2021	ELECTRICITY		4,760.36
10	100251	7/21/2021	JULY PARKS 2021	ELECTRICITY PARKS		1,197.26
Invoice Amount : 21,538.49		Discount Amount : 0.00		Check Amount :		21,538.49
Check Number : 43149		Check Date : 7/26/2021				
Vendor : 2137 IMPERIAL IRRIGATION DISTRICT (WATER)					PW	
11	100234	7/21/2021	JULY 2021	RAW WATER CHARGES		2,736.00
Invoice Amount : 2,736.00		Discount Amount : 0.00		Check Amount :		2,736.00
Check Number : 43150		Check Date : 7/26/2021				
Vendor : 1199 IMPERIAL PRINTERS					ADMIN	
10	100241	7/21/2021	21-1774	BILLING ENVELOPES		279.63
11	100241	7/21/2021	21-1774	BILLING ENVELOPES		279.63
12	100241	7/21/2021	21-1774	BILLING ENVELOPES		279.65
10	100242	7/21/2021	21-2071	PAYMENT STAMP		39.87
10	100243	7/21/2021	21-1773	BILLING ENVELOPES		350.90
11	100243	7/21/2021	21-1773	BILLING ENVELOPES		350.90
12	100243	7/21/2021	21-1773	BILLING ENVELOPES		350.92
Invoice Amount : 1,931.50		Discount Amount : 0.00		Check Amount :		1,931.50
Check Number : 43151		Check Date : 7/26/2021				
Vendor : 1148 IMPERIAL VALLEY PRESS					ADMIN	
10	100296	7/23/2021	8/10/21	SUBSCRIPTION		163.46
Invoice Amount : 163.46		Discount Amount : 0.00		Check Amount :		163.46
Check Number : 43152		Check Date : 7/26/2021				
Vendor : 8158 IMPERIAL VALLEY RESOURCE MANAGEMENT AGENCY					TRASH	
13	100247	7/21/2021	1679	MEMBERSHIP DUES FOR 2021-22		19,941.61
Invoice Amount : 19,941.61		Discount Amount : 0.00		Check Amount :		19,941.61
Check Number : 43153		Check Date : 7/26/2021				
Vendor : 8740 JADE SECURITY SYSTEMS, INC.					PW	
11	100231	7/21/2021	179804	MONITOR SECURITY SYSTEM		79.98
12	100231	7/21/2021	179804	MONITOR SECURITY SYSTEM		39.99
Invoice Amount : 119.97		Discount Amount : 0.00		Check Amount :		119.97

## CITY OF HOLTVILLE

### Monthly Check Register

Date : 8/6/2021 8:48:23 AM

User Name : Lee Ann

**Calendar Month/Year** : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
<b>Check Number</b> : 43154 <b>Check Date</b> : 7/26/2021						
<b>Vendor</b> : 1382 K-C WELDING & RENTAL, INC.						
11	100210	7/20/2021	147338	RAPID RATCHET; PICK UP TOOL	PW	57.90
12	100210	7/20/2021	147338	RAPID RATCHET; PICK UP TOOL		57.90
11	100211	7/20/2021	E74190	WORK BOOTS FRANCISCO OROZC		100.00
12	100211	7/20/2021	E74190	WORK BOOTS FRANCISCO OROZC		100.00
<b>Invoice Amount</b> : 315.80		<b>Discount Amount</b> : 0.00		<b>Check Amount</b> :		315.80
<b>Check Number</b> : 43155 <b>Check Date</b> : 7/26/2021						
<b>Vendor</b> : 1262 L.N. CURTIS & SONS						
10	100176	7/20/2021	504594	SERVICE MAKO BREATHING AIR CO	FD	2,047.83
<b>Invoice Amount</b> : 2,047.83		<b>Discount Amount</b> : 0.00		<b>Check Amount</b> :		2,047.83
<b>Check Number</b> : 43156 <b>Check Date</b> : 7/26/2021						
<b>Vendor</b> : 8982 LEAF						
10	100193	7/20/2021	12072342	COPIER LEASE	FD	118.53
<b>Invoice Amount</b> : 118.53		<b>Discount Amount</b> : 0.00		<b>Check Amount</b> :		118.53
<b>Check Number</b> : 43157 <b>Check Date</b> : 7/26/2021						
<b>Vendor</b> : 2143 LOWES BUSINESS ACCOUNT						
11	100235	7/21/2021	2119538	HOLE SAW; IN ARBOR WOOD/MET	PW	102.78
<b>Invoice Amount</b> : 102.78		<b>Discount Amount</b> : 0.00		<b>Check Amount</b> :		102.78
<b>Check Number</b> : 43158 <b>Check Date</b> : 7/26/2021						
<b>Vendor</b> : 8773 LUI GARZA						
12	100218	7/21/2021	1030	CONSULTING SERVICES	PW	500.00
<b>Invoice Amount</b> : 500.00		<b>Discount Amount</b> : 0.00		<b>Check Amount</b> :		500.00
<b>Check Number</b> : 43159 <b>Check Date</b> : 7/26/2021						
<b>Vendor</b> : 1971 METRON - FARNIER						
11	100203	7/20/2021	33397	WATER METERS	PW	29,770.05
<b>Invoice Amount</b> : 29,770.05		<b>Discount Amount</b> : 0.00		<b>Check Amount</b> :		29,770.05
<b>Check Number</b> : 43160 <b>Check Date</b> : 7/26/2021						
<b>Vendor</b> : 8011 NICHOLAS WELLS						
10	100293	7/23/2021	JULY 2021	MILEAGE JULY 2021	ADMIN	35.28
<b>Invoice Amount</b> : 35.28		<b>Discount Amount</b> : 0.00		<b>Check Amount</b> :		35.28
<b>Check Number</b> : 43161 <b>Check Date</b> : 7/26/2021						
<b>Vendor</b> : 8761 PEOPLEREADY,INC.						
10	100213	7/20/2021	26692399	TEMP EMPLOYEE	PW	694.65
10	100214	7/20/2021	26700866	TEMP EMPLOYEE		694.65
12	100219	7/21/2021	26692398	TEMP EMPLOYEE		707.28
12	100220	7/21/2021	26700865	TEMP EMPLOYEE		707.28
10	100337	7/26/2021	26710836	TEMP EMPLOYEE PARKS		694.65
<b>Invoice Amount</b> : 3,498.51		<b>Discount Amount</b> : 0.00		<b>Check Amount</b> :		3,498.51
<b>Check Number</b> : 43162 <b>Check Date</b> : 7/26/2021						
<b>Vendor</b> : 8997 PITNEY BOWES GLOBAL FINANCIAL SERVICES						
10	100245	7/21/2021	3104818452	POSTAGE EQUIPMENT	ADMIN	190.80
11	100245	7/21/2021	3104818452	POSTAGE EQUIPMENT		190.80
12	100245	7/21/2021	3104818452	POSTAGE EQUIPMENT		190.81
<b>Invoice Amount</b> : 572.41		<b>Discount Amount</b> : 0.00		<b>Check Amount</b> :		572.41
<b>Check Number</b> : 43163 <b>Check Date</b> : 7/26/2021						
<b>Vendor</b> : 8903 R.F. MAC DONALD CO.						
12	100217	7/21/2021	I222262	ROTOR K; STATOR	PW	3,802.68
<b>Invoice Amount</b> : 3,802.68		<b>Discount Amount</b> : 0.00		<b>Check Amount</b> :		3,802.68
<b>Check Number</b> : 43164 <b>Check Date</b> : 7/26/2021						
<b>Vendor</b> : 2241 REDDY ICE						

## CITY OF HOLTVILLE

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Date : 8/6/2021 8:48:23 AM

User Name : Lee Ann

Calendar Month/Year : &lt;ALL&gt; &lt;ALL&gt;

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
10	100205	7/20/2021	1060196133	ICE	PW	43.10
Invoice Amount : 43.10		Discount Amount : 0.00		Check Amount :		FD 43.10
Check Number : 43165		Check Date : 7/26/2021				
Vendor : 8860 RICK'S GROUP DIESEL, INC.						
10	100191	7/20/2021	26712	REPAIRS TO HME 2001		390.60
10	100319	7/23/2021	26714	REPAIRS TO 1990 FMC 3611	FD	4,638.27
Invoice Amount : 5,028.87		Discount Amount : 0.00		Check Amount :		5,028.87
Check Number : 43166		Check Date : 7/26/2021				
Vendor : 1555 ROBERT S. NELSON AUTOMOTIVE						
10	100179	7/20/2021	13951	SERVICE 2016 GMC	FD	289.55
Invoice Amount : 289.55		Discount Amount : 0.00		Check Amount :		289.55
Check Number : 43167		Check Date : 7/26/2021				
Vendor : 1043 SELLERS PETROLEUM						
10	100192	7/20/2021	CL18026	FUEL FD	FD/PW	1,485.56
10	100200	7/20/2021	CL18027	FUEL PW		588.16
11	100200	7/20/2021	CL18027	FUEL PW		968.87
12	100200	7/20/2021	CL18027	FUEL PW		181.10
Invoice Amount : 3,223.69		Discount Amount : 0.00		Check Amount :		3,223.69
Check Number : 43168		Check Date : 7/26/2021				
Vendor : 8138 SERVICE MASTER						
10	100195	7/20/2021	33980	JANITORIAL SERVICES	PW	1,785.80
Invoice Amount : 1,785.80		Discount Amount : 0.00		Check Amount :		1,785.80
Check Number : 43169		Check Date : 7/26/2021				
Vendor : 7841 SPARKLETTS						
10	100199	7/20/2021	9431538070121	DRINKING WATER	PW	283.98
Invoice Amount : 283.98		Discount Amount : 0.00		Check Amount :		283.98
Check Number : 43170		Check Date : 7/26/2021				
Vendor : 1109 SPRINT						
11	100223	7/21/2021	984297987-156	DATA LINE AT WATER PLANT	PW	34.69
Invoice Amount : 34.69		Discount Amount : 0.00		Check Amount :		34.69
Check Number : 43171		Check Date : 7/26/2021				
Vendor : 2217 SUPERIOR READY MIX CONCRETE						
10	100240	7/21/2021	216513	SINGLE CLIP; WATER NOZZLE; LIME	PW	282.59
Invoice Amount : 282.59		Discount Amount : 0.00		Check Amount :		282.59
Check Number : 43172		Check Date : 7/26/2021				
Vendor : 8707 TARGETSOLUTIONS LEARNING LLC 892071						
10	100174	7/20/2021	28380	TRAINING	FD	197.33
Invoice Amount : 197.33		Discount Amount : 0.00		Check Amount :		197.33
Check Number : 43173		Check Date : 7/26/2021				
Vendor : 2389 TERMINIX OF IMPERIAL VALLEY						
10	100239	7/21/2021	1007363	RODENT INITIAL COSTS	FD	249.00
Invoice Amount : 249.00		Discount Amount : 0.00		Check Amount :		249.00
Check Number : 43174		Check Date : 7/26/2021				
Vendor : 8700 TRACTOR SUPPLY CREDIT PLAN						
10	100328	7/26/2021	022832	WORK BOOTS FOR ISREAL AVILA	PW	48.70
11	100328	7/26/2021	022832	WORK BOOTS FOR ISREAL AVILA		27.06
12	100328	7/26/2021	022832	WORK BOOTS FOR ISREAL AVILA		32.48
Invoice Amount : 108.24		Discount Amount : 0.00		Check Amount :		108.24
Check Number : 43175		Check Date : 7/26/2021				
Vendor : 1049 UNDERGROUND SERVICE ALERT						
10	100208	7/20/2021	DSB20203183	DIG ALERTS	PW	18.89

## CITY OF HOLTVILLE

### Monthly Check Register

Date : 8/6/2021 8:48:23 AM

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Calendar Month/Year : &lt;ALL&gt; &lt;ALL&gt;

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
10	100209	7/20/2021	620210325	DIG ALERT TICKETS		41.35
Invoice Amount : 60.24		Discount Amount : 0.00		Check Amount :		60.24
Check Number : 43176		Check Date : 7/26/2021				
Vendor : 1260 USA BLUEBOOK						
12	100232	7/21/2021	651461	AV GASKET	PW	29.06
12	100233	7/21/2021	651315	BALL VALVE; PH BUFFER; NON MER		1,673.38
Invoice Amount : 1,702.44		Discount Amount : 0.00		Check Amount :		1,702.44
Check Number : 43177		Check Date : 7/26/2021				
Vendor : 8116 VANTAGE POINT TRANSFER AGENTS - 108793						
10	100252	7/21/2021	PP# 14 7/9/21	PP# 14 RETIREMENT; PENSION REPA	ADMIN	3,441.09
10	100323	7/23/2021	PP# 15 7/23/21	PP# 15 RETIREMENT PENSION REPA		3,487.18
Invoice Amount : 6,928.27		Discount Amount : 0.00		Check Amount :		6,928.27
Check Number : 43178		Check Date : 7/26/2021				
Vendor : 2012 VERIZON WIRELESS						
10	100297	7/23/2021	9884020420	DATA LINES FOR FD	FD	152.04
10	100299	7/23/2021	JULY 2021	CELL PHONES		174.25
11	100299	7/23/2021	JULY 2021	CELL PHONES	ADMIN	158.51
12	100299	7/23/2021	JULY 2021	CELL PHONES		176.92
Invoice Amount : 661.72		Discount Amount : 0.00		Check Amount :		661.72
Check Number : 43179		Check Date : 7/26/2021				
Vendor : 1783 VIC'S A/C						
10	100202	7/20/2021	86205	PARTS AND REPAIRS TO A/C AT CITY	PW	968.96
12	100224	7/21/2021	86120	REPAIRS TO A/C AT WWTP		85.00
Invoice Amount : 1,053.96		Discount Amount : 0.00		Check Amount :		1,053.96
Check Number : 43180		Check Date : 7/26/2021				
Vendor : 8823 XEROX FINANCIAL SERVICES						
10	100295	7/23/2021	2706451	COPIER LEASE		162.18
11	100295	7/23/2021	2706451	COPIER LEASE	ADMIN	162.18
12	100295	7/23/2021	2706451	COPIER LEASE		162.20
Invoice Amount : 486.56		Discount Amount : 0.00		Check Amount :		486.56
Check Number : 43181		Check Date : 7/26/2021				
Vendor : 9014 CANYON SPRINGS ENTERPRISES						
11	100340	7/26/2021	1978	CONSTRUCITON PAYMENT APPLICATI	Water Treatment Plant	304,950.00
Invoice Amount : 304,950.00		Discount Amount : 0.00		Check Amount :		304,950.00
Check Number : 43182		Check Date : 8/5/2021				
Vendor : 7985 ALEJANDRO CHAVEZ						
11	100374	8/5/2021	TRI STATE 2021	MILEAGE AND PER DIEM FOR TRI STA	PW	246.32
12	100374	8/5/2021	TRI STATE 2021	MILEAGE AND PER DIEM FOR TRI STA		246.32
Invoice Amount : 492.64		Discount Amount : 0.00		Check Amount :		492.64
Check Number : 43183		Check Date : 8/5/2021				
Vendor : 8868 ERIC ESPINOZA						
10	100377	8/5/2021	8/3/21	ACCOMODATIONS FOR STRIKE TEAM	FD	185.64
Invoice Amount : 185.64		Discount Amount : 0.00		Check Amount :		185.64
Check Number : 43184		Check Date : 8/5/2021				
Vendor : 8695 FRANCISCO OROZCO						
11	100375	8/5/2021	Tri State 2021	MILEAGE AND PER DIEM FOR TRI STA	PW	246.32
12	100375	8/5/2021	Tri State 2021	MILEAGE AND PER DIEM FOR TRI STA		246.32
Invoice Amount : 492.64		Discount Amount : 0.00		Check Amount :		492.64
Check Number : 43185		Check Date : 8/5/2021				
Vendor : 8989 RAYLENE TAPICERA						
10	100372	8/5/2021	8/6/21 TO 8/8/2	PER DIEM AND TRAVEL MILEAGE FOR	FD	286.08

## CITY OF HOLTVILLE

### Monthly Check Register

Date : 8/6/2021 8:48:23 AM

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Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
Invoice Amount : 286.08		Discount Amount : 0.00		Check Amount :		286.08
Check Number : 43186		Check Date : 8/5/2021				
Vendor : 8797 RED HELMET TRAINING						
10	100373	8/5/2021	8/7 thru 8/8/21	TRAINING FIRE INSPECTION AND CO	FD	240.00
Invoice Amount : 240.00		Discount Amount : 0.00		Check Amount :		240.00
Check Number : 43187		Check Date : 8/5/2021				
Vendor : 8858 SEAN MCLAUGHLIN						
10	100378	8/5/2021	8/4/21	ACCOMODATIONS FOR STRIKE TEAM	FD	185.64
Invoice Amount : 185.64		Discount Amount : 0.00		Check Amount :		185.64
Check Number : 43188		Check Date : 8/5/2021				
Vendor : 1306 SILVA, ALEX						
10	100376	8/5/2021	8/3/21	ACCOMODATIONS FOR STRIKE TEAM	FD	185.64
Invoice Amount : 185.64		Discount Amount : 0.00		Check Amount :		185.64

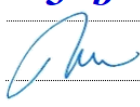
<b>Total Number of Vendors</b>	:	69	:	0.00
<b>Total Number of Checks Printed</b>	:	71		
<b>Total Number of Voided Checks</b>	:	0		
<b>Largest Check Amount</b>	:	304,950.00		
<b>Total for all Checks Printed</b>	:	536,248.57		
<b>Total for Voided Checks</b>	:	0.00		
<b>Net Amount of Checks Printed</b>	:	536,248.57		

#### Summary

Fund	Amount
10 GENERAL FUND	125,342.10
11 WATER	371,459.04
12 SEWER	15,548.57
13 TRASH	20,193.61
22 LOCAL TRANSPORTATION PROJECT FUND	3,705.25



# City of Holtville Report to City Council

MEETING DATE:	08/09/21
ITEM NUMBER	3 b
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

**To:** Nicholas D. Wells, City Manager  
Holtville City Council

**From:** George Galvan, City Planner

**Prepared By:** Francisco Barba, Assistant Planner

**Date:** August 9, 2021

**Project:** City Letter Waiving Protest Rights for Melon Properties LLC Annexation

## Summary:

<b>Applicant:</b>	Melon Properties LLC
<b>Project Location:</b>	SW Corner of 9th Street and Melon Road (APN's 045-390-067, 045-390-066, 045-390-065, 045-390-044, and 045-390-006) See <b>Attachment A – Project Location Map</b>
<b>Pending Action:</b>	Adopt Resolution 21-24 approving the submittal of a letter to LAFCo officially waiving the City of Holtville's right to protest the Melon Properties LLC annexation.

## INTRODUCTION & BACKGROUND

The City Council previously approved the proposed annexation of the Melon LLC residential project on December 14, 2021. The Applicant is proposing a project consisting of a Lot Merger, Annexation, General Plan Amendment, and Pre-Zone in support of the development of an 8.19-acre site with a residential project along the northern city limits of the City of Holtville. Council's approval of the project limited the density of the project to be consistent with R-2 zoning. The Developer is currently revising the site plan to be consistent with Council's approval. A portion of the project site is within the City of Holtville's incorporated boundaries while a majority of the project site is outside City limits but within the City's Sphere of Influence (SOI). The approved resolution was then submitted to LAFCo along with a petition form from the applicant in order to have the annexation approved. LAFCo approved the annexation application during its February 25, 2021 meeting and as part of standard practice, LAFCo is requesting the following information in order to have the annexation recorded.

- Eight (8) copies of the Annexation map and Legal description prepared by a licensed engineer, and one (1) Mylar copy meeting the size established by the County Recorder's office, including a letter from the Surveyor of the County of Imperial and Public Works Director of the City to assure the map complies with the correct boundary and surveying requirements, as well as legal descriptions.

- **Letter from petitioner and City as required waving your protest right.**
- A check must be submitted to LAFCo payable to the State Board of Equalization in the amount of \$500.00. If there is any other data including bonded indebtedness, etc. that should be made available for the record, please also include same.
- A new City Boundary Map along with the full legal description depicting the new annexation as part of the overall city boundary. The map shall be signed by a licensed engineer and shall be submitted as follows:
  - A digital copy in AutoCAD 2009 or later
  - A 24" x 36" copy
  - A pdf copy
- 1 copy of a Vicinity Map size 8 1/2 x 11 and a pdf

**Actions Required by All Responsible Agencies (in sequence)**

**City** – State law provides all parties the opportunity to appeal any actions taken by local governmental agencies including annexations approved by LAFCo. As such, LAFCo is requesting a letter from the City waiving its right to protest the annexation. Since the City did approve the original annexation in December 2020 and no other parties have appeared before the City Council appealing the Council's approval, the City can move ahead with the letter requested by LAFCo.

**Applicant** – The applicant must submit the following items to LAFCo in order to have the annexation recorded and finalized.

- Eight (8) copies of the Annexation map and Legal description prepared by a licensed engineer, and one (1) Mylar copy meeting the size established by the County Recorder's office, including a letter from the Surveyor of the County of Imperial and Public Works Director of the City to assure the map complies with the correct boundary and surveying requirements, as well as legal descriptions.
- Letter from petitioner as required waving their protest right.
- A check must be submitted to LAFCo payable to the State Board of Equalization in the amount of \$500.00. If there is any other data including bonded indebtedness, etc. that should be made available for the record, please also include same.
- A new City Boundary Map along with the full legal description depicting the new annexation as part of the overall city boundary. The map shall be signed by a licensed engineer and shall be submitted as follows:
  - a. A digital copy in AutoCAD 2009 or later
  - b. A 24" x 36" copy
  - c. A pdf copy
- 1 copy of a Vicinity Map size 8 1/2 x 11 and a pdf

**LAFCo** – Once all the required items have been submitted, LAFCo will record and finalize the annexation.

### **PENDING ACTION**

Adopt Resolution 21-24 approving the submittal of a letter to LAFCo officially waiving the City of Holtville's right to protest the Melon Properties LLC annexation.

### **Attachments**

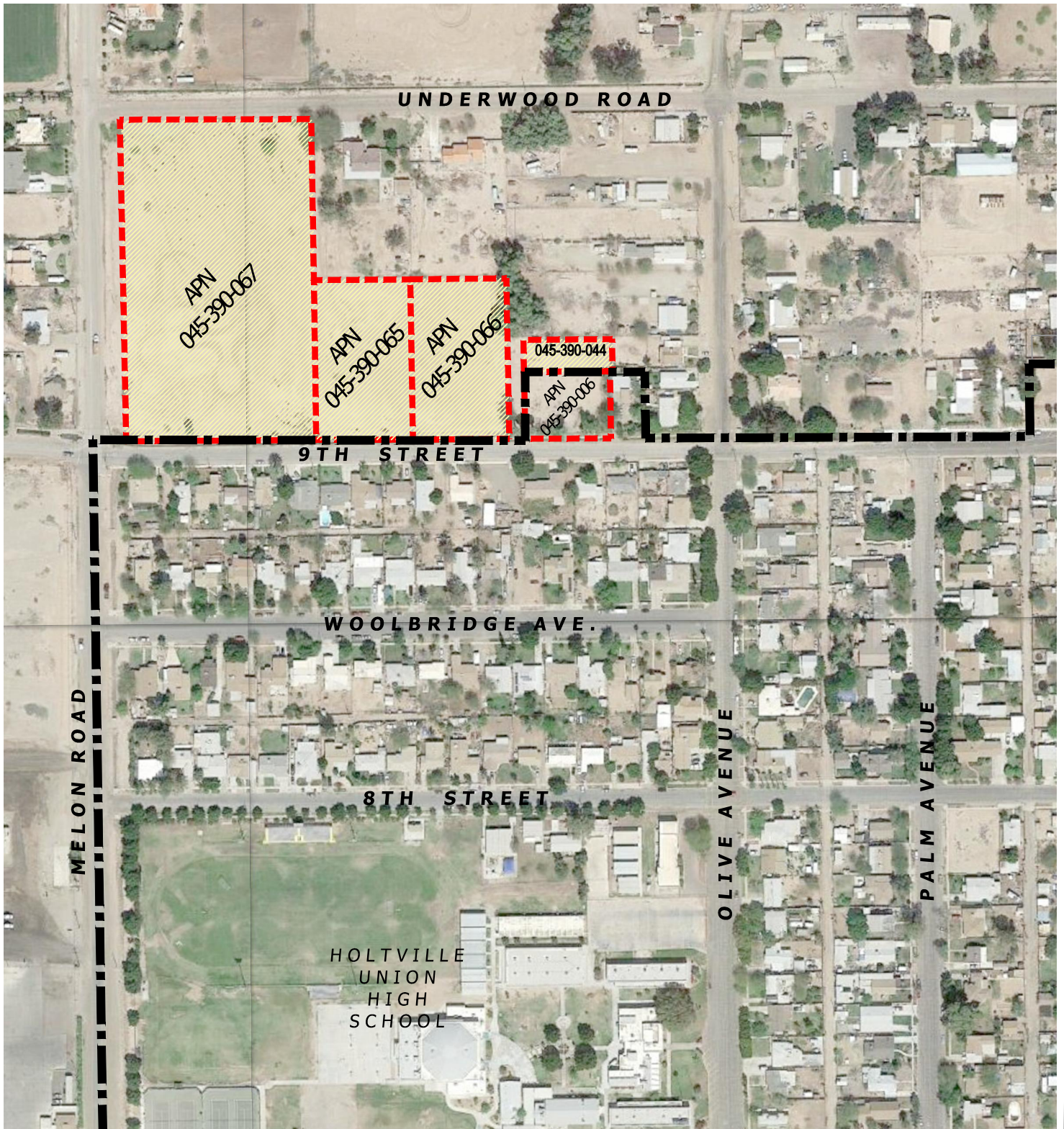
Attachment A – Project Location Map

Attachment B – City Letter

Attachment C – CC Resolution 21-24



**Attachment A**  
**Project Location Map**



**LEGEND**

— — — — — CITY LIMITS

— — — — — PROJECT AREA



ANNEXATION AREA

<b>The Holt Group, Inc.</b> ENGINEERING • PLANNING • SURVEYING		
1601 N. Imperial Ave.	El Centro, California 92243	(760)337-3883



VICINITY MAP  
 MELON LLC ANNEXATION AREA  
 CITY OF HOLTVILLE

**EXHIBIT A**

PROJECT No. 116.403

DATE: May 2019

**Attachment B**  
**City Letter**



# CITY OF HOLTVILLE

121 West Fifth Street  
Civic Center · Holtville, California 92250 · (760) 356-2912  
*"The Carrot Capitol of the World"*

August 9, 2021

Ms. Paula Graf, Analyst  
Local Agency Formation Commission  
1122 State Street, Suite D  
El Centro, CA 92243

**Re: City Letter Waiving the Right to Protest Annexation HV 2-14**

Dear Ms. Graf,

The City of Holtville received a letter from LAFCO dated March 15, 2021 informing the City that annexation HV 2-14 was approved via LAFCO Resolution #2021-08. Annexation HV 2-14 will result in the annexation of 7.75 acres (APN 045-390-067, 045-390-066, 045-390-065, 045-390-044, and 045-390-006) of vacant land for the purpose of accommodating a proposed new multi-family development project owned by Melon Properties LLC.

As stated in the LAFCO letter, a letter waiving the City's right to protest must be submitted to LAFCO along with additional items listed in the letter in order to have the annexation recorded. Please be advised that on August 9, 2021, the City of Holtville City Council adopted Resolution 21-24 which officially waives the City's right to protest annexation HV 2-14.

I trust this communication satisfies LAFCO's request for a letter waiving the right to protest annexation HV 2-14. If you have any questions regarding this communication, you may contact me at (760) 356-3013.

Sincerely,

Mike Goodsell,  
City Mayor

**Attachment C**  
**CC Resolution 21-24**



**HOLTVILLE CITY COUNCIL  
RESOLUTION NO. 21-24**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL APPROVING A LETTER  
TO THE IMPERIAL COUNTY LOCAL AGENCY FORMATION COMMISSION  
(LAFCo) WAIVING THE CITY'S RIGHT TO PROTEST THE ANNEXATION OF  
APN'S 045-390-067, 045-390-065, 045-390-066, AND 045-390-044 FOR THE  
MELON PROPERTIES, LLC MULTI-FAMILY DEVELOPMENT PROJECT**

**WHEREAS**, Melon Properties, LLC have submitted to the City of Holtville and Imperial County Local Agency Formation Commission (LAFCo) an application for annexation of APN's 045-390-067, 045-390-065, 045-390-066, and 045-390-044, currently located in an unincorporated area of Imperial County, contiguous to the Holtville City Limits; and

**WHEREAS**, the City Council formally approved the annexation during the December 14, 2020 meeting; and

**WHEREAS**, the Imperial County Local Agency Formation Commission (LAFCo) formally approved the annexation during the February 15, 2021 meeting; and

**WHEREAS**, it is necessary for the City Council to approved the submittal of an official letter waiving the City's right to protest the annexation to the Imperial County Local Agency Formation Commission (LAFCo), allowing the annexation to be recorded; and

**WHEREAS**, upon hearing and considering all testimony and arguments, analyzing the information submitted by staff and considering any written comments received, the City Council considered all the facts relating to the submittal of a letter waiving the City's right to protest the Melon Properties LLC annexation; and

**NOW, THEREFORE, THE HOLTVILLE CITY COUNCIL DOES HEREBY  
RESOLVE, DETERMINE AND AUTHORIZE AS FOLLOWS:**

1. That based on the evidence presented at the public hearing, the City Council of the City of Holtville approves and certifies a letter waiving the City's right to protest the Melon Properties, LLC annexation.
2. That the foregoing is true, correct and adopted.

**PASSED, APPROVED AND ADOPTED** by Holtville City Council at a regular meeting held on this 09th day of August, 2021, by the following roll call vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

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Mike Goodsell, Mayor

Attest: 

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Nicholas D. Wells, City Manager *(Acting City Clerk)*



# City of Holtville Report to City Council

MEETING DATE:	08/09/21
ITEM NUMBER	3 a
Approvals	CITY MANAGER
	FINANCE MANAGER
	CITY ATTORNEY

**To:** Nicholas D. Wells, City Manager  
Holtville City Council

**From:** George Galvan, City Planner

**Prepared By:** Denise Marin, Assistant Planner

**Date:** August 9, 2021

**Project:** Holtville Alamo River Wetlands – Authorizing Bid Advertisement

## Summary:

**Subject of Report:** Authorizing the Bid Advertisement for the Holtville Alamo River Wetlands Project

**Project Location:** Outside City limits on a property owned by the City along the Alamo River within APN 045-570-099

**Pending Action:** Adopt Resolution 21-23 Authorizing Bid Advertisement

**Environmental:** Exempt

## INTRODUCTION AND BACKGROUND

The Holtville Alamo River Wetlands Project has been a long-term collaboration project amongst the City of Holtville, the Imperial Irrigation District (IID), the County of Imperial, the Salton Sea Authority (SSA), the local wildlife conservation group Desert Wildlife Unlimited (501.3c), and the Bureau of Reclamation (BOR). In the early 2000's, BOR deeded 15 acres to the City of Holtville, IID deeded 16 acres, and the City of Holtville added the remaining acres for the 57.71-acre project site. All preliminary engineering, environmental analysis, permitting, and other work were completed by 2006 in anticipation of construction funding.

The City was awarded \$2.9 million from the Bureau of Reclamation (BOR) to construct the Holtville Alamo River Wetlands in September 2016. A contract was awarded to George Cairo Engineering (GCE) to complete the preliminary design prepared by the BOR. GCE began the design in March 2018 and completed the design in August 2020. On August 5, 2020, GCE submitted a Grading Permit Application to the County of Imperial on behalf of the City of Holtville. GCE received comments from County Departments on October 20, 2020. City Staff and GCE concurrently addressed the comments and

submitted supplementary documents to applicable departments on January 2021. The purpose of this report is to authorize the bid advertisement for the construction of the Wetlands project.

## **DISCUSSION**

**Project Scope.** The proposed project is comprised of a 27.5-acre wetlands project to assist in improving water quality in the Alamo River. The total water surface area is proposed to be 8.8 acres which would hold 53 acre-feet of water and would have a maximum design flow rate of 6 cubic feet per second. The wetlands project is proposed to be constructed on the southwest overbank of the Alamo River. The balance of the 57.71-acre project site also includes the access road from Zenos Road, landscaping, and a walking trail for recreational use.

**Current Project Status.** The Grading Permit application has been reviewed and cleared by all other County Departments including Building Department, Planning Department, Health Department, Fire Department, and Air Pollution Control District. The City of Holtville is currently in the process of coordinating with GCE for the submission of a supplementary application required by the Imperial County Public Works Department for approval of the Grading Permit. On May 24, 2021, the City awarded the contract for the preparation of a Geotechnical Report to Landmark as a requirement for the application submittal for Public Works. The City submitted the Gateway Report along with the Engineering and Survey Plan Check Application to Public Works for review.

## **PENDING ACTION**

In order to begin the construction of the Holtville Wetlands City Council it is recommended that the City Council consider the following actions:

1. **Adopt Resolution 21-23** authorizing the Bid Advertisement for the construction of the Holtville Wetlands project

Attachments:           Exhibit A – Resolution 21-23



**Exhibit A**

**Resolution 21-23**

**HOLTVILLE CITY COUNCIL  
RESOLUTION NO. 21-23**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL AUTHORIZING BID  
ADVERTISEMENT FOR THE HOLTVILLE WETLANDS PROJECT**

**WHEREAS**, the City of Holtville received grant funding in the amount of \$2.9 million from the Bureau of Reclamation (BOR) for the purpose of constructing a Wetlands area in the Alamo River bed just west of Holtville; and

**WHEREAS**, the project property is located outside city limits and under the jurisdiction of the County of Imperial with regard to the issuance of a Grading Permit; and

**WHEREAS**, improvement plans were submitted to the County of Imperial and required a supplemental application for Public Works approval prior to the issuance of the Grading Permit; and

**WHEREAS**, upon approval from the Imperial County Public Works Department, the Grading Permit shall be issued and construction will begin; and

**WHEREAS**, the City bid documents and engineering design for the proposed improvements have been completed by The Holt Group, Inc. and;

**WHEREAS**, the City of Holtville wishes to conduct a construction bidding process for the Holtville Wetlands Project; and

**NOW, THEREFORE, THE HOLTVILLE CITY COUNCIL DOES HEREBY  
RESOLVE, DETERMINE AND AUTHORIZE AS FOLLOWS:**

1. Authorizes the City Engineer to advertise invitations for bids for construction of the Holtville Wetlands Project; and
2. Delegates and authorizes the City Manager to sign, execute and submit all documents including, but not limited to applications, funds transfers, agreements, payment requests and amendments which may become necessary for the completion of the grant administration and construction process for the project; and
3. Directs its management and engineering staff to ensure all requirements applicable to the project are carried out in a timely manner per federal and state laws and regulations and per the directive of the City Council.
4. That the foregoing is true, correct and adopted.

**PASSED, APPROVED AND ADOPTED** by Holtville City Council at a regular meeting held on this 09th day of August, 2021, by the following roll call vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

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Mike Goodsell, Mayor


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Attest: Nicholas D. Wells, City Manager *(Acting City Clerk)*



# City of Holtville

## Report to City Council

MEETING DATE:		08/09/21
ITEM NUMBER		3 c
Approvals	CITY MANAGER	
	FINANCE MANAGER	
	CITY ATTORNEY	

**To:** City of Holtville City Council  
Nicholas D. Wells, City Manager

**From:** George Galvan, City Planner

**Prepared By:** Francisco Barba, Assistant Planner

**Date:** August 9, 2021

**Subject:** SIXTH CYCLE HOUSING ELEMENT UPDATE – CITY COUNCIL APPROVAL TO  
SUBMIT THE HOUSING ELEMENT DRAFT TO HCD

### INTRODUCTION AND BACKGROUND

The Housing Element is one of seven required Elements of the General Plan which serve as the City's "road map" for how the city will grow and develop. The Housing Element sets forth goals, objectives, and policies to adequately meet the housing needs of everyone in the community. State Law requires that Housing Elements be updated every eight years to coincide with Southern California Association of Governments' (SCAG's) adoption of the Regional Housing Needs Assessment (RHNA). California is entering its sixth housing element cycle which covers the period from 2021 to 2029. The deadline to have a compliant Housing Element Update is October 2021.

The Planning Commission held the City's first Housing Element workshop on the 16<sup>th</sup> of February 2021 to obtain input from the community and stakeholders regarding the housing needs of Holtville. The workshop identified the housing units created and remaining from the fifth 2014-2021 housing element cycle and the new sixth cycle goals. Residents also identified local issues that can potentially affect the development of new housing opportunities for the City's sixth cycle housing goals. Some of the local issues identified are the impacts of new legislation, overcrowding, and homelessness.

The second Housing Element workshop was held on March 8, 2021 by a joint City Council and Planning Commission meeting. The purpose of the workshop was to compare the current demographic data with the data from the last four decades, to identify sites for potential housing development, and to analyze current housing programs and their effectiveness. Among the attendees were residents and local developers who have expressed interest in developing housing units within the City. The meeting further discussed in detail the local issues that were brought up on the previous meeting.

The key sections of the Housing Element are as follows:

- A. Housing Needs Assessment**
- B. Constraints on the Provision of Housing**
- C. Housing Opportunities**
- D. Affirmatively Furthering Fair Housing**

## **E. Evaluation of Accomplishments Under the 2013-2021 Housing Element**

## **F. The Housing Plan**

On June 30, 2021, the Planning Commission held a meeting to review the Housing Element Draft and provide comments and recommendations to the City Council in order to authorize the submittal of the draft to the Department of Housing and Community Development (“HCD”). The purpose of this staff report is for the City Council to review and provide comments on the Housing Element Draft and to authorize the submittal of the draft to HCD.

# **ANALYSIS AND DISCUSSION**

## **I. HOUSING NEEDS ASSESSMENT**

A successful strategy for improving housing conditions must be preceded by an adequate analysis and assessment of the existing housing needs. Existing housing needs include current basic information such as population, households, and the type of housing available. In addition, the needs assessment examines key variables from the most current statistical data available to measure ways in which the housing market is not meeting the needs of current residents.

**Population and Demographics** - The existing and future housing needs of a community are largely determined by examining forecasted growth of the number of households in a community. The population in Holtville has increased from a population of 4,399 in 1980 to 6,359 in 2021. 82% of the City’s current population is Hispanic or Latino while the remaining 18% is another race. Of this population, 27.2% are within the ages of 5-19 while 56.5% are within the ages 25 and up. The City of Holtville is expected to grow steadily to a population of 6,941 by the end of the sixth housing element cycle in 2028.

**Household Characteristics** - The United State (U.S.) Census defines a household as all persons who occupy a housing unit, which may include families related through marriage or blood, unrelated individuals living together, or individuals living alone. Persons living in retirement or convalescent homes, dormitories, or other group living situations are not considered households. Of the 1,682 occupied units, 704 (41.9%) of them are renter-occupied while the remaining 978 (58.1%) are owner-occupied. An estimated 51.5% of households in Holtville have two or more people while 27.5% are single-person households. When looking at larger household sizes for 2019, only 38.2% of households had four or more persons. Of these households, 70.8% are considered “family” households, which is a drop from 2000 when family households represented 98 percent. Refer to Table 1 below for a full breakdown.

**Table 1**  
**Household Size 2019**

Household Size	Number of Households	Percent
1 person household	463	27.5%
2 persons household	386	22.9%
3 person household	190	11.3%
4 or more person household	643	38.2%
<b>Total Households</b>	<b>1,682</b>	<b>100.0%</b>
Average Household Size	3.88	--
Renter Occupied	996	63.7%
Owner Occupied	568	36.3%

*Source: 2013– 2019 American Community Survey*

**Housing Stock** - According to the Department of Finance 2020 housing estimates, the housing stock in Holtville is composed mostly of single-family homes, which comprised 70.4 percent of all units; multi-family homes are 19.1 percent of the total, and mobile homes provide for the final 10.4 percent. This shows a 68.6 percent increase in the number of single-family homes and a 27.3 percent increase in multi-family homes from 2000 to 2020. It should be noted that these figures do not include the recently constructed Fern Crossing Apartments. Trulia estimates that the median price of a home in Holtville from July 2020 to October 2020 is \$224,105 which is an increase of \$31,105. Rental costs also increased over the past year by an average of \$232 for a one bedroom unit, \$521 for a two bedroom unit, and \$195 for a three bedroom unit. A close analysis of the increased household size and housing cost indicates that additional affordable housing units will be required. For more detailed information, refer to the table below.

**Table 2**  
**Household Composition 2000 - 2020**

Unit Type	2000		2020		2000-2020 Change	
	#	%	#	%	#	%
Single-Family	1,134	71%	1,396	70.4%	262	68.6%
2-4 Units	116	7%	177	8.9%	61	16%
5+ Units	160	10%	203	10.2%	43	11.3%
Mobile home & Other	190	12%	206	10.4%	16	4.2%
<b>Totals</b>	<b>1,600</b>	<b>100%</b>	<b>1,982</b>	<b>100%</b>	<b>382</b>	<b>23.9%</b>

*Source: 2000 U.S. Census; Department of Finance, 2020*

**Special Needs Group** - Certain segments of the population may have more difficulty in finding decent, affordable housing because of special circumstances. Consequently, certain segments of residents in Holtville may experience a higher prevalence of housing overpayment (cost burden), overcrowding, or

other housing problems. Some groups are identified as elderly, homeless, and individuals with developmental disabilities. When looking at households, the Homeless (12.6 percent) represent the largest special needs group followed by persons with disabilities (16.4 percent) and the elderly (12.6 percent) represent the largest special needs groups. Apart from the previously mentioned groups, female headed and farmworker households fall under the special needs category. An estimated 251 female-headed households with children lived in Holtville in 2019, representing 11.8 percent of all households while there were a total of 196 (3 percent) farmworkers in the City of Holtville. In order to accommodate the increasing numbers of special needs groups in the city, a number of programs have been placed. Refer to the following table for more information.

**Table 3**  
**Special Need Groups 2019**

Special Needs Group	Owners	Renters	Total Households (2,126)	Total Persons (6,527)
Elderly (Age 65+) <sup>1</sup>	297	138	435 (20.5 %)	825 (12.6 %)
Large HH (5+) <sup>1</sup>	136	111	247 (11.6 %)	--
Persons with Disabilities <sup>1</sup>	--	--	--	1,068 (16.4 %)
Female-Headed HH <sup>1</sup>	116	135	251 (11.8 %)	--
Farmworkers <sup>1</sup>	--	--	--	196 (3 %)
Homeless <sup>2</sup>	--	--	--	1,527 (16.4 %)

*Source: <sup>1</sup>2019 American Community Survey 5-year estimates*

*<sup>2</sup> Imperial County 2020 Point in Time Count*

## **II. CONSTRAINTS ON HOUSING PRODUCTION**

Many factors can constrain the development, maintenance, and improvement of housing. These include governmental constraints such as codes and development standards and nongovernmental constraints including market, physical, and environmental constraints. The local jurisdiction, the City of Holtville in this case, has control over some of the governmental constraints as these are typically implemented by the City itself. Nongovernmental constraints, on the other hand, are market-driven and therefore much more difficult for the City of Holtville to control, if at all. The City can, however, make available housing programs to its local residents that can assist overcoming these nongovernmental types of constraints.

**Non-Governmental Constraints** - Land costs, construction costs, and market financing contribute to the cost of housing reinvestment, and can potentially hinder the production of new housing development. The cost of raw land typically accounts for a large share of total housing production costs. Increased land costs appear to be one of the major contributing factors to the rapid rise in housing prices and rents that the Imperial Valley has experienced in recent years. While there are currently no vacant parcels for sale in Holtville, the average price is expected to have increased along with the rest of the Imperial Valley. The cost of borrowing money to finance the construction of housing or to purchase a house also affects the amount of affordably priced housing in both the City of Holtville and the Imperial Valley. Fluctuating interest rates can eliminate many potential homebuyers from the housing market or render infeasible a housing project that could have been developed at lower interest rates.

The National Association of Home Builders estimates that the per square foot cost of a single-story home in the western region, including construction materials and labor, is approximately \$131 per square foot, depending on the size of the home. A reduction in amenities and the quality of building materials could result in lower sales prices. This type of cost reduction is of particular benefit when density bonuses are used for the provision of affordable housing. The City of Holtville has already adopted a Density Bonus Ordinance to help mitigate against the cost of land should it become a constraint during this Housing Element's planning period.

Research has shown that construction and permanent loans for these types of developments are almost never available for more than 75 percent of the future project value. Upfront cash commitment may not be problematic for some developers as long as the project can generate an acceptable net cash flow to meet the acceptable returns. However, subsidized housing developers generally must obtain supplemental funds from grants or secondary financing to retain the housing as affordable to very low- and low-income households. The City has utilized a variety of funding sources over time to provide supplemental financing for subsidized housing developments, unfortunately, several of these programs including the Home Investment Partnership Program (HOME) and Community Development Block Grant (CDBG) have been inactive for years. Although financing costs impact project feasibility, these problems are generally equal across jurisdictions and thus are not a unique constraint to housing production in Holtville.

**Governmental Constraints** - Local policies and regulations can impact the price and availability of housing and, in particular, the provision of affordable housing. Unlike the previous nongovernmental constraints, land use controls, site improvement requirements, fees and exactions, permit processing procedures, and other factors may constrain the maintenance, development, and improvement of housing. The City of Holtville is currently looking at the Zoning Ordinance for any opportunities to streamline the current permitting process in order to attract potential developers.

### **III. HOUSING OPPORTUNITIES**

**Availability of Sites for Housing** - State law requires communities to demonstrate that sufficient land is available to accommodate their share of the region's remaining need for housing. Since January 2014, 43 single-family housing units have been permitted in Holtville. All 43 units have a sales price ranging from \$259,000 to \$309,000, making these homes affordable to moderate-income households. With the construction of all 43 units, the City has met its 2014–2021 RHNA requirement of 32 moderate housing units by a total of 43 units, resulting in an excess of 11 moderate income units. The same can be said about the number of very low income units. Since January 2014, the city has permitted or constructed a total of 67 units resulting in an excess of 13 very low income units. While the city did construct a significant number of low income units (25 units), the City is still 6 units short of achieving the required 31 units. In regards to above moderate income units, the city has only added 1 unit to its housing stock resulting in a remaining total of 91 above moderate income units. Refer to the table below for a breakdown on the number of housing units created.

**Table 4****HOUSING ALLOCATED TOWARD RHNA GOALS**

Income Category	2014–2021 RHNA	Units Permitted or Constructed Since 1/1/2014	Remaining RHNA
Very Low	54*	67	0 (13 extra units)
Low	31	25	6
Moderate	32	43	0 (11 extra units)
Above Moderate	92	1	91
<b>Total Units</b>	<b>209</b>	<b>136</b>	<b>97</b>

*Source: SCAG; City of Holtville 2021*

*\*50% is assumed to be allocated toward extremely low income*

An important component of the Housing Element is the identification of developable sites for future housing development, and evaluation of the adequacy of these sites in fulfilling the City's share of regional housing needs as determined by SCAG. The City of Holtville has identified a total of 212 potential sites for housing development. Of the 212 vacant sites, 47 are available for low and very low income homes while the remaining 165 can be utilized for moderate and above moderate housing. Additionally, the City currently provides water and sewer services to a number of vacant residential properties located immediately outside of the city's corporate limits, and has a Service Area Plan that would allow for the provision of services and annexation of these adjacent properties. After taking all these factors into account, the current number of vacant sites within the City is enough to meet its RHNA goals for the 6<sup>th</sup> cycle.

**Availability of Financial Resources** - Cities have access to a variety of existing and potential funding sources available for development activities for housing to meet the needs of low- and moderate-income groups. One of the most utilized resource for low incomes housing is the US Department of Housing and Urban Development-Section 8 Housing Choice Voucher Assistance (Section 8). The Section 8 program is a federal program that provides rental assistance to very low-income persons in need of affordable housing. The Imperial Valley Housing Authority (IVHA) administers the Section 8 Housing Choice Voucher Program for Holtville. Some state and federal resources such as HOME and CDBG funds that have been previously utilized by the City of Holtville are no longer available. The City has been exploring other federal, state and local sources such as USDA housing programs, state tax credits, and local nonprofits (Campesinos Unidos, Imperial Valley Housing Authority, etc.).

**Opportunities for Energy Conservation** - With the passage of the Global Warming Solutions Act of 2006 (AB 32), which requires all local jurisdictions in the state to reduce their carbon dioxide emissions to 1990 levels by 2020, the City of Holtville has increased its efforts to promote environmentally friendly building practices. Proper insulation of homes could reduce the energy demand for cooling purposes. Much of the older housing stock in Holtville is poorly insulated. Energy conservation techniques include wall insulation, and weather stripping around windows, doors, etc. Currently, Campesinos Unidos provides weatherization services to eligible low-income participants in the city, including minor housing envelope repairs; ceiling insulation; low-flow showerheads; weather stripping; water heater blankets and pipe wrap; duct wrap; caulking; and switch and outlet gaskets. These weatherization programs,



funded by Southern California Gas Company and with state funds, help reduce energy use in homes and reduce household utility costs. Additionally, the Imperial Irrigation District offers the Energy Reward Rebate program, which provides assistance with air conditioner replacement and energy efficiency projects.

#### **IV. AFFIRMATIVELY FURTHERING FAIR HOUSING**

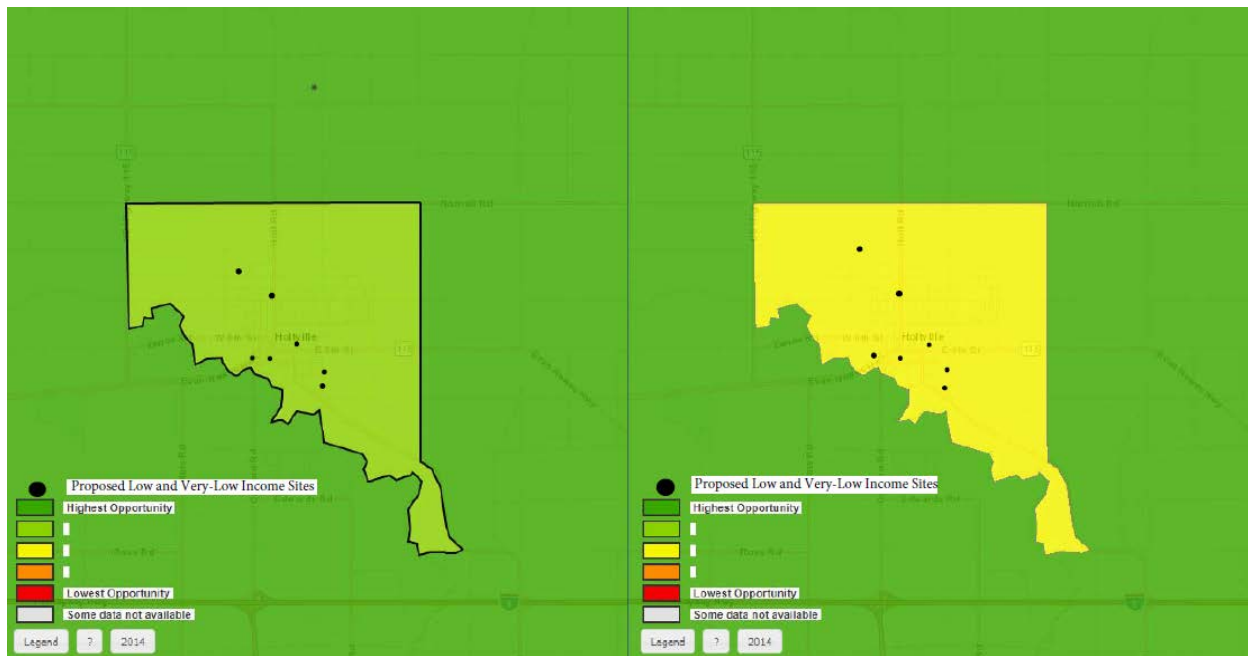
All Housing Elements due on or after January 1, 2021 must contain an Assessment of Fair Housing (AFH) consistent with the core elements of the analysis required by the federal Affirmatively Further Fair Housing Final Rule of July 16, 2015. Under State law, affirmatively further fair housing means “taking meaningful actions, in addition to combatting discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. These characteristics can include, but are not limited to race, religion, sex, marital status, ancestry, national origin, color, familial status, or disability.

**Outreach** - As part of the Housing Element Update, the City of Holtville held public workshops and study sessions to receive input from the local community. These workshops were held in person and broadcasted via a zoom call for residents that are not able to attend the sessions in person. A notice for each workshop was published in the local newspaper and posted at city hall. Furthermore, residents are given the opportunity to provide comments via mail or email. While the no comments relating to Affirmatively Furthering Fair Housing (AFFH) was received, demographic and economic data suggests there are a fair number of housing issues within the city.

**Assessment of Fair Housing** – The most common factors affecting affordable fair housing in Holtville are overcrowding and the high cost of housing. According to the United States Department of Housing and Urban Development study called “Measuring Overcrowding in Housing,” overcrowding is found to be substantially higher in households composed of racial and ethnic minority groups with Hispanic groups taking the top spot. Approximately 1,414 (21.7 percent) of Holtville’s population is composed of minority groups. Of the 1,414 persons, 120 (1.8 percent) are Asian, 47 (0.7 percent) are Black/African American, and the remaining 1,247 (19.1 percent) are some other race. When discussing ethnicity, 82 percent (5,358 persons) of the population are Hispanic/Latino while the remaining 18 percent (1,169 persons) are Non-Hispanic/Latino. The large percentage of Hispanics/Latino along with the other minority groups in the city contributes to the City’s total number of overcrowded Households. An estimated 254 (15.1 percent) of the total 1,682 occupied households in Holtville are overcrowded. Of those 254 households, 192 are occupied by renter while the remaining 62 are occupied by owners.

**Sites Inventory** - As shown in the UC Davis Center Regional Opportunity Index (ROI) (**Figure 1** below) the entirety of the City of Holtville is classified as a high opportunity zone which indicates that the city has a high level of relative opportunities that people are able to achieve in regards to housing. While the entirety of Holtville is classified as a high area for housing opportunities, the same cannot be said for the level of opportunity in regards to people which is in the yellow. This level of opportunity can be attributed to the city’s small number of minority groups and the lack of available resources for said groups. According to the 2019 American Community Survey provided by the US Census, the total minority population within the City of Holtville is 1,414 persons or 21.7 percent of the populations. The vacant sites with the potential for low and low income housing have been marked with a black dot on Figure 1. The total number of low and low income housing units these sites can produce is 177.

**Figure 1**  
**Regional Opportunity Index, Housing (Left) and People (Right)**



\*UC Davis Center for Regional Change and Rabobank, 2014.

**Existing and Future Growth Need** - The City's future growth need is based on the RHNA production of 41 very-low and 33 low income units within the 2021-2029 planning period. Both the existing affordable units and vacant parcels able to accommodate the anticipated future affordable housing needs of the community. The existing low income units are well dispersed throughout the community and do not present a geographic barrier to obtaining affordable housing. Even though the City has enough vacant lots to address the future low and very low income unit demand, a severe lack in funds/resources and potential developers presents a serious impediment for the production of affordable housing. Without sufficient funding and developer interest, the city can expect the number of overcrowding households to continue increasing. Developers were also invited to the Housing Element Update workshops in order to receive valuable input on the potential of vacant lots located within the city. After several discussions, the city has found that lack of funding and strict zoning restrictions are the main factors driving developers away. In order to attract potential developers and facilitate housing production, the city provides assistance to developers who plan on applying for potential funding sources. The city also plans to amend certain zoning restrictions such as setbacks and densities to facilitate future developments.

## **V. HOUSING OPPORTUNITIES**

State law requires communities to demonstrate that sufficient land is available to accommodate their share of the region's remaining need for housing. This section identifies the development potential on suitable land throughout Holtville based on those housing need allocations. Through this Housing Element, the City demonstrates the availability of adequate sites to accommodate the remainder of the RHNA.

**Availability of Sites for Housing** - Based on the land analysis, the City has sufficient land to accommodate its remaining regional housing need of 97 units and its 6<sup>th</sup> Cycle RHNA goals. **Table 44** provides a comparison of the City's remaining RHNA and the capacity of the vacant residential sites inventory and shows that the City has a surplus of 9 units deemed affordable to very low- and low-income households and 29 units deemed affordable to moderate- and above moderate-income households. Additionally, the City has approved the development of four new apartment complexes, three of which will be completed during the 6<sup>th</sup> Cycle Housing Element. The three developments are the Melon Properties LLC (43 town homes & apartments), Pine Crossing (44 units), and Sunset Rose apartment complex (32 units). The Sunset Rose and Pine Crossing apartments will add a total of 76 low and very-low income which will be more than enough to meet the City's low and very-low income RHNA requirement of 74 (33 low, 41 very low) units. The Melon Properties LLC development is primarily intended for moderate income units. Once all three projects have been constructed, the City will have created a total of 44 very low-income, 44 low-income, and 31 moderate income units. This exceeds the RHNA requirement of 41 very low-income, 33 low-income, and 26 moderate income units. As shown on Table 45 below, Holtville has more than enough vacant sites to accommodate the remaining 71 above moderate units. Furthermore, the annexation of surrounding properties will continue to provide for future residential growth.

**TABLE 5**  
**COMPARISON OF THE REGIONAL HOUSING NEED AND THE VACANT**  
**RESIDENTIAL SITE CAPACITY**

Income Category	2021–2029 RHNA	Vacant Site Capacity <sup>29</sup>	RHNA Surplus <sup>29</sup>
Very Low <sup>27</sup>	41	41 <sup>28</sup>	91 <sup>30</sup>
Low	33		
Moderate	26	53 <sup>28</sup>	23 <sup>31</sup>
Above Moderate	71		
<b>Total Units</b>	<b>171</b>	<b>130</b>	<b>114</b>

Source: SCAG; City of Holtville 2021

<sup>27</sup> 50% is assumed to be allocated toward extremely low income.

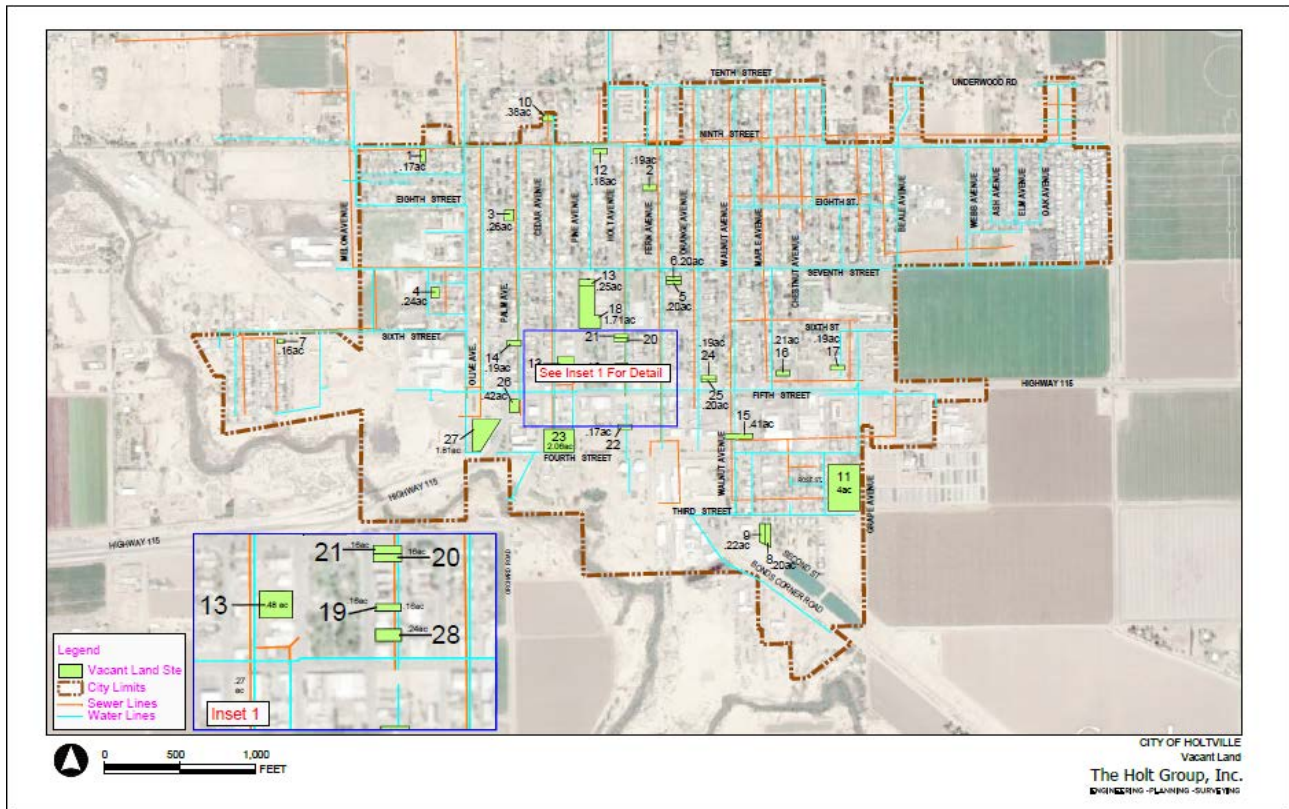
<sup>28</sup> All 130 vacant sites within the City can be developed either very low, low, moderate, or above moderate income.

<sup>29</sup> Based on the analysis in the Housing Needs Assessment, single-family homes are selling at prices affordable to moderate-income households. Therefore the City has assumed that moderate- and above moderate-income categories can be met on sites with the same Zoning and General Plan Designation.

<sup>30</sup> 88 low and very low-income units (Pine Crossing 11 units, Sunset Rose 32 units, Melon 12 units) were added from projects already approved by the City and are scheduled to start and finish construction during the 6<sup>th</sup> RHNA Cycle. These sites are not listed as part of the vacant sites list.

<sup>31</sup> 31 Moderate units are from the Melon Properties project (31 moderate units) which was approved by the City and is scheduled to start and finish construction during the 6<sup>th</sup> RHNA Cycle

**Figure 2**  
**Vacant Sites Inventory**



## **VI. ACCOMPLISHMENTS UNDER ADOPTED HOUSING ELEMENT**

**Prior Housing Program Overview** - Section 65588(a) of the Housing Element law requires that jurisdictions evaluate the effectiveness of the existing Housing Element, the appropriateness of goals, objectives, and policies, and the progress in implementing programs for the previous planning period. In the 2014 Housing Element, the City of Holtville established the following goals in order to meet the RHNA housing objectives set by SCAG and the identified housing needs of the community.

1. Attract and support quality single-family housing development in order to meet the homeownership opportunity needs of Holtville at all economic levels.
2. Encourage and promote housing diversity through a variety of housing types, including new and innovative designs by removing governmental constraints where feasible while maintaining quality standards, safety, and a satisfying living environment for all income levels and segments of the community.
3. Conserve and improve the existing affordable housing stock in conformance with adopted standards and support public and private efforts in maintaining, reinvesting in, and upgrading the existing housing supply.

4. Encourage the proactive and planned growth of the city by designating and preserving suitable sites for residential development in relation to job opportunities and/or access to public infrastructure and facilities.
5. Ensure the provision of decent housing and a suitable living environment for all residents by actively enforcing applicable standards on proposed and existing development in conformance to the adopted codes to ensure safe living conditions and the protection of health, safety, and general welfare of all Holtville Residents
6. Promote and support equal housing opportunities for all residents in Holtville regardless of age, sex, race, marital status, ethnic background, income and other arbitrary factors and maintain an adequate monitoring system for housing goal attainment.

To ensure the policies and implementation programs included in the Housing Element are relevant to addressing the current concerns of the City, an evaluation of achievements under the previous Housing Element was undertaken. This evaluation provided the basis for recommended modifications and the establishment of new objectives in the Housing Element. The following is an analysis of the main accomplishments of the previous Housing Element, for the full list of accomplishments refer to Chapter V of the draft Housing Element.

The previous Housing Element has identified multiple goals to help facilitate low and low income housing. During the previous RHNA Cycle, The City of Holtville approved various actions between in support of two 44-unit multi-family housing projects, and one 32-unit senior housing project. Both 44-unit projects contain units for low and extremely low-income families. Additionally, the City has made strides to guard against the loss of affordable housing units. Currently, there is only one multi-family complex (Town and Country Apartments) in risk of converting to market value. While the apartments have not converted to market value, the City will still maintain contact with the Imperial Valley Housing Authority.

Apart from approving multiple housing projects, the City has also passed multiple Ordinances to comply with state law and attract potential developers. The City recently approved the annexation of a 7.75 acre site in order to facilitate the creation of an 8.19 acre multi-family project which is expected to be completed during the 6<sup>th</sup> RHNA Cycle. The City also approved Ordinance #486 on January 2017 which amends the City's Zoning Ordinance to permit a variety of housing types such as farmworker housing, single-room occupancy units, emergency shelters, transitional housing, and housing for persons with disabilities. The City will continue to analyze its Zoning Ordinance to find ways to facilitate the creation of new housing units.

## **VII. HOUSING PLAN**

**Housing Issues** - Housing construction has generally not kept pace with household growth in Holtville during the last two decades. The lack of housing opportunities has contributed to the overall housing challenges faced in the community today: insufficient housing stock and lack of affordability in particular to extremely low and very low-income households. The 2021–2029 Housing Element plan establishes goals, policies, and objectives to address the critical issues that pose a significant constraint against maintaining a well-balanced community.

**Housing Goals and Policies** - The goals and policies in the Housing Element address the identified housing needs and issues determined under the overall assessment. The objectives may be obtained through the implementation of a series of programs targeting these issues. Housing programs define the specific actions the City will undertake to implement the specific goals. In order to make adequate

provisions for the housing needs of all economic segments of the community, the programs shall do the following where appropriate:

- Identify adequate sites that are available, through zoning and development standards, for a range of housing types to meet the community's housing goals.
- Assist in the development of housing affordable to low- and moderate-income households.
- Address and, where appropriate and legally possible, remove governmental constraints on the maintenance, improvement, and development of housing.
- Conserve and improve the condition of existing affordable housing stock.
- Promote equal housing opportunity.
- Preserve the assisted housing developments identified for lower-income households.

The majority of Housing programs implemented in the previous RHNA Cycle saw a level of success and require little to no changes or modifications. With the City amending its Zoning Ordinance to address special needs uses such as farmworker housing, transitional housing, etc., there is no further need to maintain Program 18. The City will continue to monitor the progress of each program to ensure each one assists the City with achieving its housing goals. For a full description of the City's housing programs, refer to Chapter VI of the draft housing element.

**Quantified Housing Goals** – The table below summarizes the City's quantified objectives for the period of October 1, 2021, to October 1, 2029. These objectives represent a reasonable expectation of the maximum number of new housing units that will be constructed, households that will be assisted through housing rehabilitation or first-time homebuyer programs, and affordable units at risk that will be preserved over the eight years based on the policies and programs outlined in the Housing Element.

**Table 6**  
**QUANTIFIED HOUSING OBJECTIVES 2021–2029**

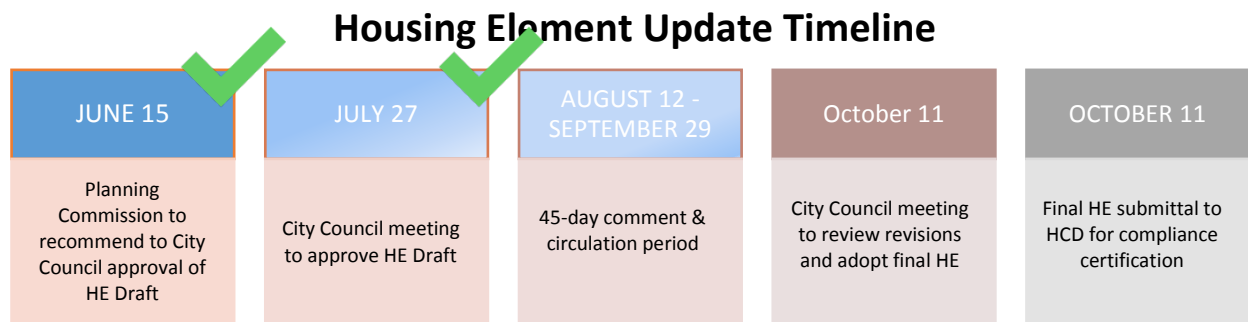
Income Category	New Construction	Conservation/Preservation
Extremely Low Income	20	8
Very Low Income	21	8
Low Income	33	26
Moderate Income	26	0
Above Moderate Income	71	0
<b>Total</b>	<b>171</b>	<b>42</b>

*Source: SCAG, City of Holtville, 2021*

## NEXT STEPS

This meeting is intended to further discuss the provisions or recommendations made from the previously held Planning Commission meeting on June 30, 2021. The City Council shall now review the Housing Element Draft and make additional recommendations or revisions as needed. Following City Council approval, City Staff will update the draft with the recommended revisions and submit the draft to HCD for review and allow the 45-day comment/circulation period for public input to begin.

Following the circulation period, City Staff will work closely with HCD to address all revisions/comments received from the review period. Once all revisions are addressed, City Staff will present the revisions and Final Housing Element to the City Council for adoption and submittal to HCD. Should the final Housing Element be in compliance with HCD standards, the City should receive a certification of compliance by October of 2021.



## RECOMMENDATION

The Planning Commission recommends to the City Council, that upon review and consideration, the 2021-2029 Housing Element Draft should be approved and submitted to HCD to commence the 45-day comment and circulation period (**Attachment B – Resolution 21-25**).

Attachments:      Attachment A – Draft Housing Element  
                         Attachment B – Resolution 21-25

**Attachment A**  
**Draft Housing Element**





# CITY OF HOLTVILLE

## DRAFT HOUSING ELEMENT



2021-2029



PREPARED BY:

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## **I. INTRODUCTION**

### **A. Background**

Located in eastern Imperial County and incorporated in 1908, the City of Holtville encompasses approximately 1 square mile. In 2020, the City of Holtville had an estimated population of 6,345 (California Department of Finance (DOF)). The Southern California Association of Governments (SCAG) projects that the city's population will grow modestly, to 7,700 by 2045 at an estimated average annual growth rate of .83%. State Route 115, which serves eastern Imperial County, runs through the City of Holtville at an east/west orientation and functions as the town's main arterial. The city is situated approximately 12 miles east of the City of El Centro and 15 miles north of the US/Mexico border. Holtville is one of the least populated cities in Imperial County and, according to the California Department of Finance, between 2000 and 2020, experienced the third slowest growth rate among jurisdictions in the county with an average annual growth rate of 0.7 percent.

The 4<sup>th</sup> Cycle of the Housing Element was established for the years 2006 through 2013 and was adopted on October 2008. The 4<sup>th</sup> Cycle Housing Element was found to be in compliance by the California Department of Housing and Community Development (HCD) in 2009. The 5<sup>th</sup> Cycle of the Housing Element was adopted by the City of Holtville on December 2016. The 6<sup>th</sup> Cycle Housing Element will demonstrate to HCD that the City will continue to make efforts to implement housing programs and address housing goals and needs for the community through the year 2029. The most efficient and up to date data was used for this report in order to provide accurate information and up to date reports. Data from the United States (U.S.) Census, California Department of Finance, American Community Survey, and Department of Housing and Community Development were used as sources. Information from the most recent years was used and if there was none provided for current year, the previous year and so forth was used. In this Housing Element you will find data from 2017 to the most current year 2020.

### **B. State Policy and Authorization**

Enacted in 1969, the housing element law mandates that local governments adequately plan to meet the existing and projected housing needs of all economic segments of the community. The purpose of the housing element of the general plan is to ensure that every jurisdiction establishes policies, procedures, and incentives in its land use planning and redevelopment activities that will result in the maintenance and expansion of the housing supply to adequately house individuals and households currently living and/or expected to live in that jurisdiction.

The law acknowledges that, in order for the private market to adequately address housing needs and demand, local governments must adopt land use plans and regulatory mechanisms that provide opportunities for housing development. As a result, housing policy in California rests upon the effective implementation of local general plans and, in particular, local housing elements. The housing element law also requires that the California Department of Housing and Community Development (HCD)

review local housing elements for compliance with state law and to report HCD's written findings to the local government.

California State Law (Government Code Section 65580 through 65589) further mandates the contents of the housing element. This Housing Element is a comprehensive statement by the City of Holtville of its current and future housing needs and proposed actions in order to facilitate the provision of housing for individuals at all income levels in accordance with state law. This Housing Element addresses the following mandated contents:

- 1) An assessment of the city's housing needs based on housing, land use, population, demographic, and employment trends.
- 2) An analysis on governmental and nongovernmental constraints to providing housing.
- 3) An analysis of housing opportunities in the city, including an inventory of suitable sites and the city's capacity to meet regional share goals.
- 4) An evaluation of the results from housing programs implemented during the previous review period, including a discussion of the effectiveness of housing programs and policies and a summary of how these results will encourage revisions to the update.
- 5) A set of quantifiable objectives and programs to address the housing needs for residents of the community.

The purpose of the Holtville Housing Element update is to provide a document that is both useful for the community and in compliance with state law. State law requires that housing elements establish an eight-year planning program for implementation, this Housing Element will implement a plan through the year 2029, to correspond with SCAG's planning period under which the Regional Housing Needs Assessment (RHNA) has been allocated. The RHNA is the basis for the housing needs assessment in this document (and further discussed in the following section, The "Fair Share" Process).

The Housing Element update also aims to accomplish the following tasks:

- Be consistent with other elements of the Holtville General Plan.
- Provide clear policy and direction on decisions pertaining to land use, zoning, subdivision approval, housing allocations, and capital improvements.
- Assist in developing adequate housing to meet the needs of households at all income levels.
- Identify adequate residential sites available for a variety of housing types for housing stock diversity.
- Address governmental constraints to housing maintenance, improvement, and development.
- Conserve and improve the condition of the existing affordable housing stock.
- Promote equal housing opportunities for all individuals.

### **C. Affirmatively Furthering Fair Housing**

Section 65583 of the Government Code requires that the Housing Element contain a program that affirmatively furthers fair housing opportunities and promotes housing throughout the community for all persons. In order to make adequate provision for the housing needs of all economic segments of the community, the Housing Element should include an assessment of fair housing and the identification of the City's fair housing goals, objectives and actions. In accordance with state fair housing and housing element law, the City intends to affirmatively further fair housing choice and promote equal housing opportunity.

The purpose of the Holtville Housing Element Update is to provide a document that is both useful for the community and in compliance with State law. This Housing Element continues to implement a planning program for the years 2021 through year 2029, to correspond with the Southern California Association of Governments' (SCAG) planning period under which the Regional Housing Needs Assessment (RHNA) has been allocated. (The RHNA is the basis for the Housing Needs Assessment in this document and further discussed in the following Section, "The Fair Share Process").

This planning program will include the following provisions pursuant to Section 65583 of the State Housing Element Law:

- Identify actions that will be taken during the Housing Element planning period (in this case 2013-2021) to make sites available to accommodate the City's share of the regional housing need (as identified by SCAG in its RHNA).
- Assist in the development of adequate housing to meet the needs of very low-, low-, and moderate-income households
- Address, and where appropriate and legally possible, remove governmental constraints to the maintenance, improvement, and development of housing.
- Conserve and improve the condition of the existing affordable housing stock.
- Promote housing opportunities for all persons.
- Preserve for lower income households the assisted housing developments utilizing available federal, State, and local financing and subsidy programs.
- Identify agencies and officials responsible for the implementation of the various actions in the Program.

### **D. The "Fair Share" Process**

The provision of decent and adequate housing is a statewide goal. Therefore, an effective local housing element must adequately address existing and future housing needs by including a "fair share" allocation of the projected statewide need, as determined by the regional Council of Governments (COG). SCAG is the responsible entity for preparing the RHNA for Imperial County. The RHNA is mandated by state housing law as part of the periodic process of updating local housing elements of each jurisdiction's general plan. In essence, the RHNA quantifies the need for housing in each jurisdiction during specified planning periods. The current planning period covered under this Housing Element is October 1, 2021, through October 1, 2029.



SCAG determines the future housing needs primarily from the forecasted growth of households in a community. The anticipated housing needed for new households is then adjusted to account for an ideal level of vacancies necessary to promote housing choice, moderate cost increase, to avoid the concentration of lower-income households, and provide for the replacement of housing.

The housing needs assessment examines key variables from the most recent US Census to measure ways in which the housing market is not meeting the needs of its current residents. This is to ensure that the supply of housing meets the demand from citizens. Communities such as Holtville utilize the RHNA as a tool for land use planning and local resource allocation, and to address identified existing and future housing needs resulting from population, employment, and household growth. The RHNA projections for the Holtville community are considered the City's "fair share" of regional housing needs. Section II of this Housing Element includes a detailed discussion of the quantitative allocation.

### **E. Organization of the Housing Element**

The Holtville Housing Element is organized into the following key sections:

<b>Section I</b>	Introduction – An introduction to the Housing Element law and the intent and purpose of the Housing Element document.
<b>Section II</b>	Housing Needs Assessment – An analysis of the city's population, household data, and employment base, and characteristics of the city's housing stock.
<b>Section III</b>	Constraints on the Provision of Housing – A review of potential constraints to meeting the City's identified housing needs.
<b>Section IV</b>	Affirmatively Furthering Fair Housing – An analysis to combat discrimination, that overcome patterns of segregation and foster inclusive communities
<b>Section V</b>	Housing Opportunities – An evaluation of opportunities that will further the development and provision of adequate housing.
<b>Section VI</b>	Evaluation of Accomplishments under the Adopted Housing Element – An evaluation of what has been accomplished to date under the adopted Housing Element.
<b>Section VII</b>	The Housing Plan – A statement of the Housing Plan to address Holtville's identified housing needs, including housing goals, policies, and programs.

## F. Relationship to Other General Plan Elements

The housing element is only one of seven general plan elements required by state law. The housing element builds upon the other general plan elements and must be entirely consistent with the policies and proposals set forth by these comprehensive elements. The City of Holtville General Plan is composed of the following elements: Land Use, Circulation, Conservation/Open Space, Safety, Noise, and Housing. The City updated its General Plan in 2017 and each element was reviewed to ensure internal consistency is maintained. In the future, as portions of the General Plan are amended, the City will continue to ensure consistency. **Table 1 – Housing Element Policy** identifies the relationship between the Housing Element goals, policies, and objectives to other elements of the Holtville General Plan. The housing issue area identifies the mandated contents and broader goals of the Housing Element. An “X” indicates that related goals and policies are contained in the corresponding General Plan Element.

**TABLE 1**  
**HOUSING ELEMENT POLICY**

Housing Issue Area	Land Use	Circulation	Conservation/ Open Space	Safety	Noise
Conserve & Improve Existing Housing Stock			X	X	
Identify Adequate Sites for Development	X	X	X	X	X
Provision of Affordable Housing	X				
Removing Constraints	X	X	X		

## G. Public Participation

State law requires cities and counties to make a diligent effort to achieve participation by all segments of the community in preparing a housing element. Section 65583[c][8] of the California Government Code specifically requires that the local government shall make “a diligent effort ... to achieve public participation of all economic segments of the community in the development of the housing element, and the program shall describe this effort.”

The diligent effort required by state law means that local jurisdictions must do more than issue the customary public notices and conduct standard public hearings prior to adopting a housing element. State law requires that cities and counties take active steps to inform, involve, and solicit input from the public, particularly low-income and minority households that might otherwise not participate in the process. Public Notices were sent to a number of nonprofit organizations, government agencies, faith-based organizations, health delivery organizations, and the educational sector (see list below). Notices were also published in the *Holtville Tribune*, a local newspaper of general circulation.

Affordable housing advocates notified:

- Imperial Valley Housing Authority
- Campesinos Unidos, Inc.
- Institute for Socio-Economic Justice
- California Rural Legal Assistance
- Holtville Unified School District
- Holtville Chamber of Commerce
- Holtville Rotary Club

To meet the requirements of state law, the City of Holtville has completed the public outreach and encouraged community involvement as described below:

- **Community Workshop.** The first Housing Element Public Workshop was held at City Hall on February 16, 2021 to inform residents of the intent and purpose of the Housing Element Update and the City's RHNA obligation. Public Notices for this workshop were posted at City Hall on February 24, 2021, in the local newspaper, and mailed to the stakeholders listed above. Social distancing measures were in throughout the workshop for in person attendees. The meeting was also broadcasted via zoom for residents that were not able to attend in person. Comments received at this workshop were incorporated into the Housing Element Accordingly.
- **Joint City Council/Planning Commission Study Session.** A joint study session was held on March 8, 2021 before both the City Council and Planning Commission to Solicit public opinion regarding the content of the Housing Element. This publicly noticed meeting discussed the 6<sup>th</sup> Cycle Housing Element Update process and gave the City's decision makers an opportunity to review data, receive public input, and provide direction to staff on the content and policy of the Housing Element. Social distancing measures were in place for in person attendees and the meeting was broadcasted via zoom for those who were not able to attend in person.
- A Public Hearing was held before the City of Holtville Planning Commission on June 21, 2021 to review the draft Housing Element, and to solicit public opinion regarding the content of the Housing Element. A Public Hearing was also held on July 12, 2021 before the Holtville City Council. The Public Notice for the Hearing was posted on June 30, 2021 on City Hall, the local newspaper, and mailed to stakeholders. Social distancing measures were in place for in person attendees and the meeting was broadcasted via zoom for those who were not able to attend in person.
- The Draft Housing Element Update was delivered to Holtville City Hall for a forty-five day review period beginning on August \_\_, 2021. A Public Notice of Availability of the Daft Housing Element Update was posted at both City Hall and the local newspaper on the same date. The public review period for the Housing Element will end on September \_\_, 2021. Comments received are as follows: TBD

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## II. HOUSING NEEDS ASSESSMENT

A successful strategy for improving housing conditions must be preceded by an adequate analysis and assessment of the existing housing needs. Existing housing needs include current basic information such as population, households, and the type of housing available. In addition, the needs assessment examines key variables from the most current statistical data available to measure ways in which the housing market is not meeting the needs of current residents. A thorough community profile typically includes the following quantification and qualitative data and descriptive household information: population and demographics, such as age, sex, race, and ethnicity; total number of households and their characteristics; tenure characteristics, which compares the number of owner and renter households in the community; and an assessment of housing affordability, housing stock characteristics, and housing needs from special populations. The following information is presented as part of this housing needs assessment:

- **Population and Demographics** (including a discussion on population growth, population projections, age of population, and race and ethnicity of population, and educational attainment).
- **Household Characteristics** (including a discussion on household type and composition, household tenure characteristics, household size and incidence of overcrowding, household income and employment trends, housing affordability by tenure, and special needs groups).
- **Housing Stock Characteristics** (including a discussion on existing housing stock, the age and condition of housing stock, housing tenure and availability, the housing market, and an assessment of subsidized housing at risk of conversion to market rate).

*Unless otherwise noted in the table heading, all tables reflect City of Holtville data.*

### A. Population and Demographics

The existing and future housing needs of a community are largely determined by examining the forecasted growth of the number of households in a community. This growth potential is primarily established through population projections for the community. The projected population growth is then considered alongside other community demographics, such as age and ethnicity, in order to determine the adequacy of available housing and the ideal level of vacancy needed to promote housing choice and affordability amongst the different types of households in the community.

#### Population Trends

Factors used to project the population growth in a community include historical growth trends. Based on population data available from the US Census Bureau and the California Department of Finance, the City of Holtville has historically experienced a small, yet positive average annual growth rate, as reflected in **Table 2 – Population Growth Trends 1980–2021**. From 1980 to 1990, the city grew by only 421 persons, from a population of 4,399 to 4,820 residents, at a 0.96 percent annual growth rate or by approximately 9.6 percent as a whole. From 1990 to 2000, population growth rates increased and 792 additional people were living there by the end of that decade.

The current estimated population is 6,236 persons according to the State Department of Finance population projections. This estimate is based on an estimated annual population growth of approximately 27 persons (0.45%) per year for the last decade. While the City is experiencing a positive population growth, the average annual growth rate is the slowest when compared with the growth rates of the previous three decades prior to 2010.

**TABLE 2**  
**POPULATION GROWTH TRENDS 1980–2021**

Year	Base Year Population	Numerical Change	Percentage Change	Average Annual Growth Rate
1980–1990	4,399	421	9.6%	.96%
1990–2000	4,820	792	16.4%	1.6%
2000–2010	5,612	327	5.8%	.58%
2010–2021 <sup>1</sup>	5,939	297	5.0%	.45%

Source: 1980, 1990, 2000 and 2010 U.S. Census and California Department of Finance (DOF) 2021

<sup>1</sup> 2021 population (6,236) based off of California Department of Finance (DOF) 2021 numbers.

From 2015 to 2021, the Imperial County population grew (1.2 percent increase) by more than three times the annual growth experienced by the City of Holtville (0.34 percent). **Table 3 – City of Holtville and Surrounding Jurisdictions Population Trends 2015–2021** illustrates the population growth trends among cities in Imperial County. The table depicts that the City of Holtville experienced the third highest growth rate among jurisdictions in the county with an average annual growth rate of 0.07 percent. This is tied with the City of El Centro (0.07 percent), and behind the average annual growth rates for the Cities of Brawley (0.76 percent) and Imperial (3.0 percent). Table 3 also shows the percent change in population from 2015 to 2020 for Holtville and surrounding jurisdictions. Holtville experienced a 0.34 percent change in a five year period, which was the fourth highest, behind the City of El Centro. The population changes from 2015 to 2020 are also shown visually in **Figure 1 – City of Holtville and Surrounding Jurisdictions Population Trends 2000–2021** below. Overall, Holtville has experienced steady and less significant changes in population than surrounding jurisdictions, particularly when compared to the City of Imperial which shows a substantial population growth in the five year period.

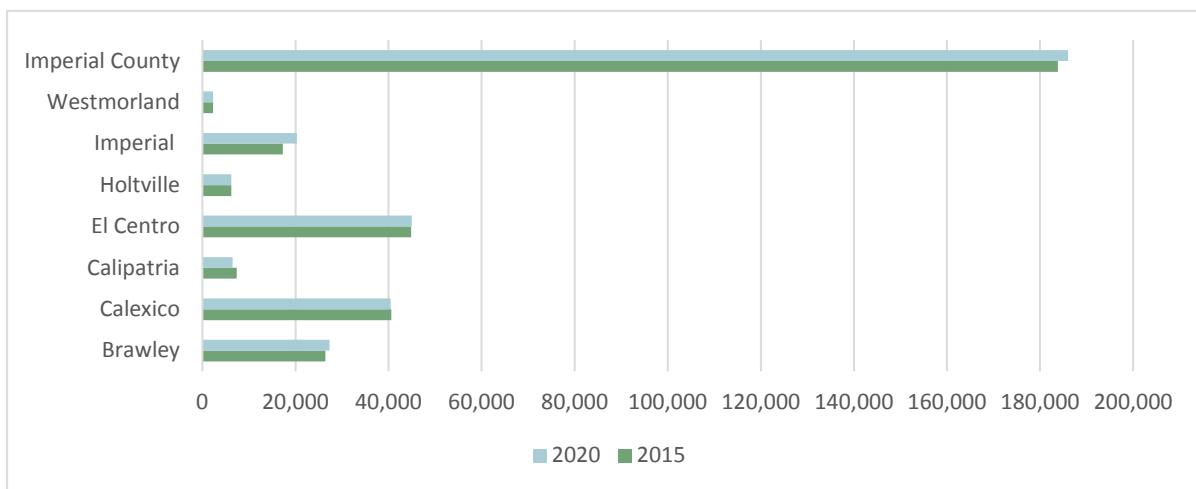
**TABLE 3**  
**POPULATION TRENDS 2015–2021**  
**CITY OF HOLTVILLE AND SURROUNDING JURISDICTIONS**

Jurisdiction	2015	2021	Numeric Change	Percentage Change from 2015 to 2020	Average Annual Growth Rate
Brawley	26,428	27,326	898	3.4%	0.68%
Calexico	40,601	40,485	-116	-0.3%	-0.06%
Calipatria <sup>1</sup>	7,413	6,509	-904	-12.2%	-2.44%
El Centro	44,842	44,997	155	0.35%	0.07%
Holtville	<b>6,215</b>	<b>6,236</b>	<b>21</b>	<b>0.34%</b>	<b>0.07%</b>
Imperial	17,309	20,289	2,980	17.2%	3.44%
Westmorland	2,324	2,305	-19	-0.8%	-0.16%
Imperial County	183,856	186,034	2,178	1.2%	0.24%

Source: 2000 U.S. Census and State of California, Department of Finance 2021

<sup>1</sup>Includes an institutionalized (prison) population of approximately 2,898 persons.

**FIGURE 1**  
**POPULATION TRENDS 2015 – 2021**  
**CITY OF HOLTVILLE AND SURROUNDING JURISDICTIONS**



Source: California Department of Finance, 2021

### Population Projections

According to population projections prepared by the City of Holtville for submission to SCAG, the city is expected to experience a low level of growth over the next two decades. These population projections were based on historical population growth. If the City of Holtville were to continue with the same

0.07% annual growth rate, the City can expect to have an estimated population of 6,452 at the end of the 6<sup>th</sup> Cycle Housing Element in 2029. This is significantly less than the growth forecasts prepared by SCAG in 2020 projecting that the population in the City of Holtville will increase to 7,700 by 2045 at an estimated average annual growth rate of .83%. If this were the case then the City can expect an estimated population of 6,660 by the end of 2029.

### Age of Population

The age structure of the population is an important factor in evaluating housing needs and projecting the direction of future housing development. Different age groups have distinct housing preferences, family types, household sizes, incomes, and lifestyle choices. For example, younger individuals living alone (between 20 and 34) and senior citizens over 65 typically need and/or desire apartments, condominiums, and smaller, more affordable housing units. The population between 35 and 65 makes up the majority of the market for more exclusive single-family homes and condominiums. Understanding and evaluating the age characteristics of a community enables the City to address these distinct needs for the current population and for its citizens as they move through each stage of life.

The City of Holtville's age breakdown is slightly lower than California's ages, with the exception of Holtville's noticeably higher percentage of children under the age of 5, ages 5-19, ages 20-24, and ages 25 to 44. The population of Holtville is young when compared to the state, with age groups under 5 and 5 to 19 forming the largest percentage at 35.7 percent, exceeding the state by 9.6 percent. This trend aligns with Imperial County, where age groups under 5 and 5-19 comprise 31.4 percent of the population. The City and County's current residents, ages 45–64, represent 20 percent of Holtville's population and 21.2 of Imperial County's population, whereas the state has an overall percentage of 24.7. This data suggests current housing demand is highest for family households with household members under the age of 19. Please refer to **Table 4 – City of Holtville, Imperial County, State of California Age of Residents 2019** which illustrates the age breakdown of residents in Holtville, Imperial County, and the State of California.

**TABLE 4**  
**AGE OF RESIDENTS 2019**  
**CITY OF HOLTVILLE, IMPERIAL COUNTY, STATE OF CALIFORNIA**

Age Range	City of Holtville		Imperial County		State of California	
	Number	Percent	Number	Percent	Number <sup>1</sup>	Percent
Under 5	555	8.5%	14,477	8.0%	2,377,839	6.0%
5–19	1,778	27.2%	42,468	23.4%	7,557,721	19.1%
20–24	505	7.7%	12,515	6.9%	2,638,791	6.7%
25–44	1,554	23.8%	49,562	27.3%	11,334,963	28.7%
45–54	622	9.5%	19,431	10.7%	4,974,817	12.6%
55–64	688	10.5%	19,079	10.5%	4,793,094	12.1%
65+	825	12.6%	23,683	13%	5,834,998	14.8%

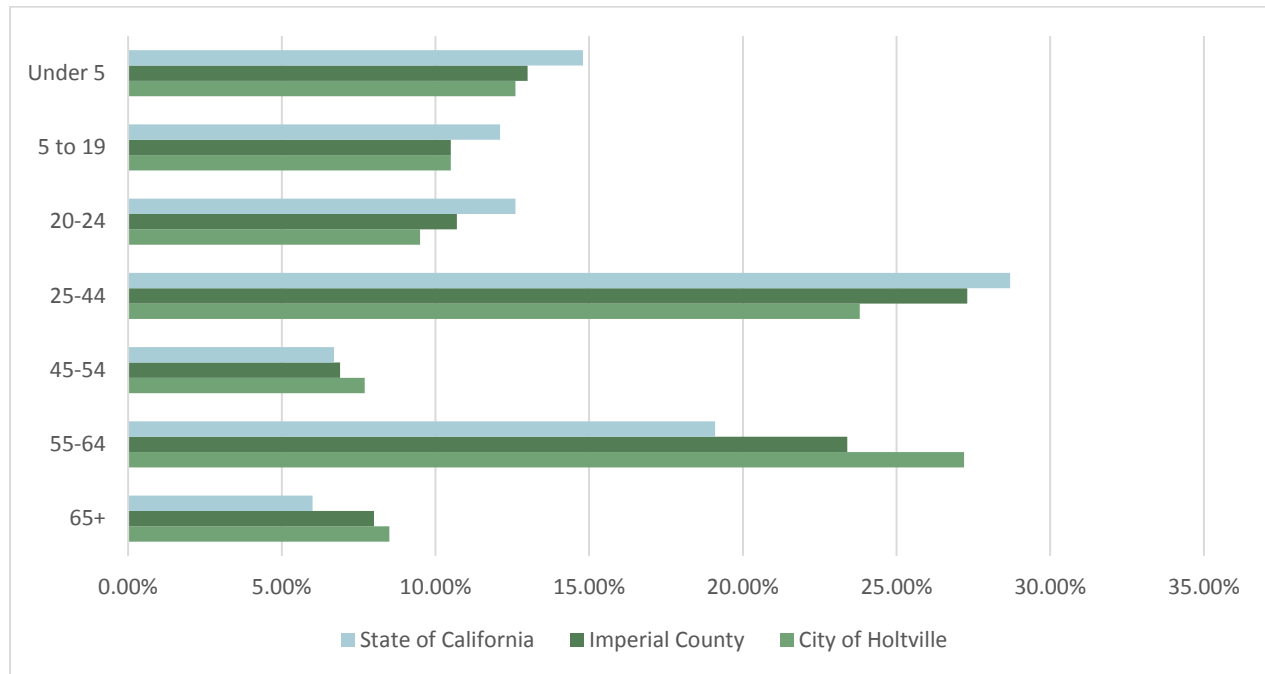


Total	6,527	100%	181,215	100%	39,512,223	100%
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Source: U.S. Census 2019 American Community Survey 5-Year Estimates

<sup>1</sup>Margin of error contributes to raw numbers being slightly off

**FIGURE 2**  
**POPULATION AGE DISTRIBUTION 2019**  
**CITY OF HOLTVILLE, IMPERIAL COUNTY, STATE OF CALIFORNIA**



Source: 2019 American Community Survey 5-Year Estimates

### Race and Ethnicity

Race and ethnicity can potentially reflect cultural preferences regarding housing needs. For example, certain cultures may be accustomed to living with extended family members and need larger units. Therefore, planning for communities with high concentrations of certain racial/ethnic groups should consider the unique housing needs of these groups.

California in general, and Southern California in particular, has recently seen a significant rise in its minority populations. According to US Census figures, the largest ethnic group in the City of Holtville is of Hispanic decent, representing 82 percent of the population. By race, the white population is the largest racial group in the city at 73.3 percent. A small number of minorities include the following: some other race (19.1 percent), two or more races (5.0 percent), Asian (1.8 percent), and Black/African American (0.7 percent).

The high concentration of Hispanic or Latino groups has seen a significant increase since the 1990 Census, which is currently at 82%. Recent studies have suggested that Hispanics and/or Latinos differ in attitudes toward housing densities and household size, as well as cultural practices of living with

extended families; thus, tend to gravitate more towards family housing. The City will have to account for the cultural views on housing and should identify it as an important factor in determining local housing needs.

**TABLE 5**  
**RACE AND ETHNICITY 2019**

Race/Ethnicity	Number of Persons	Percentage of Population
One Race	6,203	95%
White	4,789	73.3%
Black/African American	47	0.7%
American Indian/Alaska Native	0	0.0%
Asian	120	1.8%
Native Hawaiian/Pacific Islander	0	0.0%
Some other race	1,247	19.1%
Two or more races	324	5.0%
Total by Race	<b>6,527</b>	<b>100%</b>
Non-Hispanic or Latino	1,169	18%
Hispanic or Latino	5,358	82%
Total by Ethnicity	<b>6,527</b>	<b>100%</b>

Source: U.S. Census 2019 American Community Survey 5-Year Estimates

### **Educational Attainment**

Another consideration in analyzing housing trends and needs is educational attainment. This can be an important factor for homeownership rates and affordability, because it often relates to wealth disparities.

**Table 6** shows Educational Attainment by Age group in 2019. This data shows that educational attainment rates are highest in the 45 to 64 age cohort, with 67.3 percent of people having a high school degree, Associate's degree, or some college, and 9.2 percent of people having a Bachelor's degree or higher. The youngest age cohort, 18 to 24 years, has higher education rates than any other cohort, with 97.1 percent of those residents having a high school diploma, Associate's degree, or some college. Those in the 65 and older cohort appear to have the lowest educational attainment, with 52.7 percent of those residents having less education than a high school degree. When analyzing this data we can conclude that as the younger age groups grow older they tend to increase their education attainment as well. If this trend continues, the City can expect a substantial increase in housing demand due to the expected increase of homeownership.

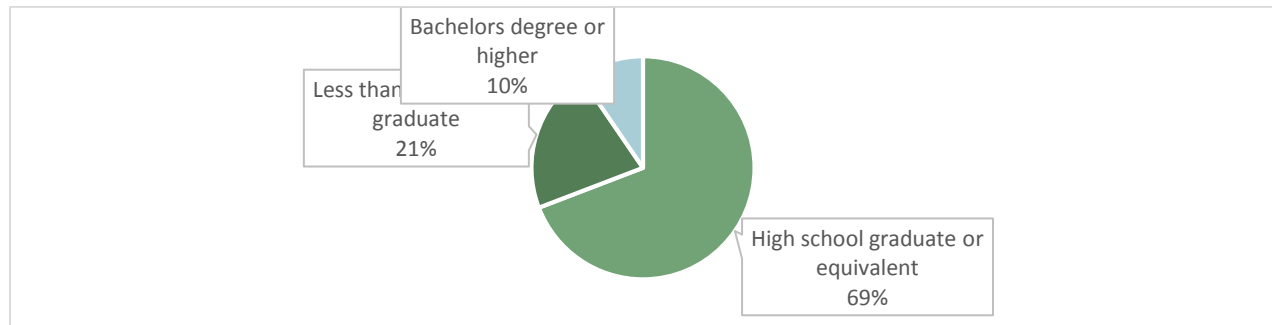
**TABLE 6**  
**EDUCATIONAL ATTAINMENT BY AGE GROUP 2019**

Subject	Number of Persons	Percentage
<b>Population 18 to 24 years</b>		
Less than high school graduate	0	0.0%
High school graduate, some college, or Associate's degree	731	97.1%
Bachelor's degree or higher	22	2.9%
<b>Total by Age Group</b>	<b>753</b>	<b>100.%</b>
<b>Population 25 to 34 years</b>		
Less than high school graduate	119	14.95%
High school graduate, some college, or Associate's degree	593	74.50%
Bachelor's degree or higher	84	10.55%
<b>Total by Age Group</b>	<b>796</b>	<b>100.%</b>
<b>Population 35 to 44 years</b>		
Less than high school graduate	84	11.1%
High school graduate, some college, or Associate's degree	507	66.9%
Bachelor's degree or higher	167	22.0%
<b>Total by Age Group</b>	<b>758</b>	<b>100.%</b>
<b>Population 45 to 64 years</b>		
Less than high school graduate	307	23.4%
High school graduate, some college, or Associate's degree	882	67.3%
Bachelor's degree or higher	121	9.2%
<b>Total by Age Group</b>	<b>1,310</b>	<b>100.%</b>
<b>Population 65 years and over</b>		
Less than high school graduate	435	52.7%
High school graduate, some college, or Associate's degree	360	43.6%
Bachelor's degree or higher	30	3.6%
<b>Total by Age Group</b>	<b>825</b>	<b>100.%</b>

Source: U.S. Census 2019 American Community Survey 5-Year Estimates

\*Note: Totals may be different from earlier age tables, as data came from a different table.

**FIGURE 3**  
**EDUCATIONAL ATTAINMENT ALL AGE GROUPS 2019**



Source: 2019 American Community Survey 5-Year Estimates

### B. Household Characteristics

The US Census defines a household as all persons who occupy a housing unit, which may include families related through marriage or blood, unrelated individuals living together, or individuals living alone. Persons living in retirement or convalescent homes, dormitories, or other group living situations are not considered households. Planning for the housing needs of the city can be accomplished by analyzing statistics that indicate household type, household size, household income, and incidence of overcrowding. Typically, a community with more families, larger households, and households with children need and/or desire larger units and ownership opportunities. Communities that have a higher percentage of senior citizens typically need and/or desire smaller, accessible, and affordable units.

#### Existing Households and Composition

In 2000, there were 1,564 households in the City of Holtville, according to the US Census Bureau. Based on the estimates prepared by the California Department of Finance, the total number of households in within the City of Holtville in 2010 was 1,937 and then increased to 1,982 by 2020.. From 1980 to the end of 2020, the number of households had increased by 644, suggesting a yearly household percentage increase of 1.2 percent or approximately 16 households per year. Please refer to **Table 7 – Household Growth Trends 1990–2019**.

**TABLE 7**  
**HOUSEHOLD GROWTH TRENDS 1990–2020**

Year	Households	Numerical Change	Percent Change	Annual Percentage Change
1980	1,338	--		--
1990	1,422	84	6.27%	.62%
2000	1,564	142	9.07%	0.90%
2010	1,937	373	23.84%	2.38%
2020	1,982	45	2.32%	0.23%

Source: 1980, 1990, 2000 U.S. Census American Community Survey

Source: 2010 and 2020 data is from the E-5 Population and Housing Estimates for Cities, Counties, and the State, 2010-2020 made by the California Department of Finance

Although household growth suggests the number of housing units that might be needed by a community to accommodate growth, the type of housing unit that will be needed can be determined by household composition. Housing needs generally vary by household type. Families, for example, typically prefer and occupy single-family homes. **Table 8 – Household Composition 2019** illustrates the composition of households in the City of Holtville. About 51.5 percent of households in Holtville had two or more people while 27.5 percent were single-person households. This is a significant increase from 2000, when single-person households only made up about 12 percent of the households. When looking at larger household sizes for 2019, only 38.2 percent of households had four or more persons. Of these households, 70.8 percent are considered “family” households, which is a drop from 2000 when family households represented 98 percent.

**TABLE 8**  
**HOUSEHOLD COMPOSITION 2019**

Household Status	Number of Households	Percent
Average Household Size	3.88	--
Family Households	1,192	70.8 %
Non-Family Households	490	29.1%
Total Households	1,682	100.0%
1 person household	463	27.5%
2 persons household	386	23.0%
3 person household	190	11.3%
4 or more person household	643	38.2%

Source: US Census 2013–2019 American Community Survey

#### Household Tenure Characteristics

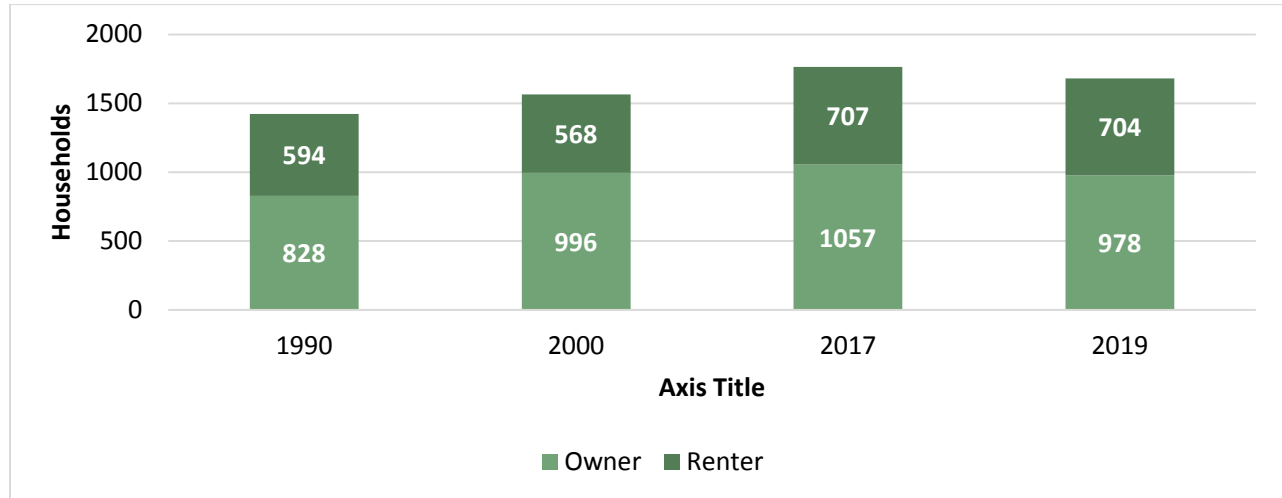
Tenure, for the purpose of this analysis, refers to whether a housing unit is owned or rented. Housing tenure is an important indicator of the supply and cost of housing. Low ownership rates suggest an inadequate supply, or high cost, of housing while high ownership rates suggest affordability. **Table 9 – Households by Tenure 1990, 2000, and 2019** indicates the number and percentage of homes in Holtville whose occupants either own or rent their homes. In 2019, approximately 58.1 percent of households in Holtville owned their home. This is a decrease from 63.7 percent in 2000 suggesting an overall decline in homeownership opportunities in the City of Holtville. **Figure 4** shows tenure characteristics from 1990 to 2019 in Holtville. While there has been a decline in Homeownership in the City in the last two decades, the percentage of homeownership is still higher than that of the Imperial County (55.5 percent) and State (54.9 percent) as stated by the US Census American Community Survey (ACS) 5-year estimates, in 2019.

**TABLE 9**  
**HOUSEHOLDS BY TENURE 1990, 2000, AND 2019**

	1990		2000		2019	
	Number	Percent	Number	Percent	Number	Percent
Owner	828	58.2%	996	63.7%	978	58.1%
Renter	594	41.8%	568	36.3%	704	41.9%
Total	1,422	100%	1,564	100%	1,682	100%

Source: US Census 2000–2019 American Community Survey and 1990 and 2000 Census.

**FIGURE 4**  
**HOUSEHOLDS BY TENURE**  
**1990, 2000, 2017, AND 2019**



Source: US Census 2009–2019 American Community Survey

Homeownership is a significant step in ensuring future financial stability. According to the Quarterly Residential Vacancies and Homeownership, Fourth Quarter 2019–2020 study conducted by the United State Census Bureau, the homeownership rate in the United States reached 65.8 percent at the end of 2020. Holtville’s homeownership rate has decreased below the national average by 7.7 percent, according to the 2019ACS. Household tenure further allows the assessment of homeownership opportunities for different household types and sizes. The average household size of homeowners is 3.24 persons, whereas the average household size for renters is 3.10. This could represent, for example, unrelated persons living together to make rent more affordable, large families that are finding homeownership unaffordable, or lack of supply.

### Household Size and Incidence of Overcrowding

It is important to understand that the size of a household will change over time due to unpredictable circumstances such as marriage, divorce, growth of family, job movement, etc. Household size, nevertheless, is an important indicator of housing need. According to the US Census, the average household size in 1990 in Holtville was 3.35 persons per household, but had increased to 3.51 persons per household in 2000. The, the 2019 ACS estimates that the average number of persons per household had once again increased to 3.88 for the City of Holtville. These increases have contributed to the City having a larger average household size than both the Imperial County (3.54) and United States (2.94).

As shown in **Table 10 – Household Size**, for those households that are larger (38.2 percent of Holtville households), special housing needs exist, as they tend to have higher incidences of overcrowding and may identify a need for larger units. “Overcrowded” is defined as more than one person occupying a room, excluding bathrooms, kitchens, hallways, and porches. “Severely overcrowded” is defined as having more than 1.5 persons occupying a room. Overcrowding usually results from a lack of availability or affordability of appropriate housing units.

**TABLE 10**  
**HOUSEHOLD SIZE 2019**

Household Size	Number of Households	Percent
1 person household	463	27.5%
2 persons household	386	22.9%
3 person household	190	11.3%
4 or more person household	643	38.2%
Total Households	1,682	100.0%
Average Household Size	3.88	--

Source: 2013– 2019 American Community Survey

According to the 2019 ACS, as illustrated in **Table 11 – Overcrowded Households by Tenure 2019**, 15.1 percent of all occupied housing units in the City of Holtville are overcrowded. Of these households, approximately 3.7 percent are considered severely overcrowded. This data suggests that housing affordability or the lack of available larger units might be the contributing factor in the existing overcrowding conditions.

Overcrowding conditions tend to impact renters more than owners. **Table 11** also compares the number and the percentage of overcrowded homes in Holtville, Imperial County, and the State of California by tenure (occupants either owning or renting their homes). According to the 2019 ACS, approximately 6.3 percent of owner-occupied households in Holtville were considered overcrowded. This is greater than both the overcrowding rates of the State of California (4.0 percent) and the Imperial County (5.8 percent). Of these households in Holtville, 1.3 percent were considered severely overcrowded, which is once again higher than both the severely crowded percentages in the County

(0.8 percent) and the State (1.0 percent). In comparison, 27.3 percent of renter-occupied households in Holtville were considered overcrowded, of which 7.0 percent were severely overcrowded. This is significantly higher than both the State of California (13.2 percent), and Imperial County (14.8 percent). With the construction of the Fern Crossing Apartments (44 units) and approval of both the Pine Crossing Apartments (44 units) and Sunset Rose Apartments (32 units) in the past two years, the City hopes to add a combined 120 low income housing units to the City's housing stock. Overall, overcrowding in Holtville is far more severe than in both the County and the State.

**TABLE 11**  
**OVERCROWDED HOUSEHOLDS BY TENURE 2019**  
**CITY OF HOLTVILLE, IMPERIAL COUNTY, AND STATE OF CALIFORNIA**

Persons per Room	Owner		Renter		Total	
	Households	Percent	Households	Percent	Households	Percent
<b>City of Holtville</b>						
	Owner		Renter		Total	
1.00 or less	916	93.7%	512	72.7%	1,428	84.9%
1.01 to 1.50	49	5.0%	143	20.3%	192	11.4%
1.51 or more	13	1.3%	49	7.0%	62	3.7%
Total	978	100%	704	100%	1,682	100%
Total Overcrowded	62	6.3%	192	27.3%	254	15.1%
<b>Imperial County</b>						
	Owner		Renter		Total	
1.00 or less	25,173	94.2%	18,284	85.2%	43,457	90.2%
1.01 to 1.50	1,332	5.0%	1,976	9.2%	3,308	6.9%
1.51 or more	217	0.8%	1,200	5.6%	1,417	2.9%
Total	26,722	100%	21,460	100%	48,182	100%
Total Overcrowded	1,549	5.8%	3,176	14.8%	4,725	9.8%
<b>State of California</b>						
	Owner		Renter		Total	
1.00 or less	6,928,580	96%	5,153,931	86.8%	12,082,511	91.8%
1.01 to 1.50	217,052	3%	470,925	7.9%	687,977	5.2%
1.51 or more	73,110	1.0%	314,275	5.3%	387,385	2.9%
Total	7,218,742	100%	5,939,131	100%	13,157,873	100%
Total Overcrowded	290,162	4%		13.2%	1,075,362	8.2%

Source: US Census 2019 American Community Survey

\*Percentages are provided by the survey; however, raw numbers are not. As such, they are estimates, because they are extrapolated from the percentages.



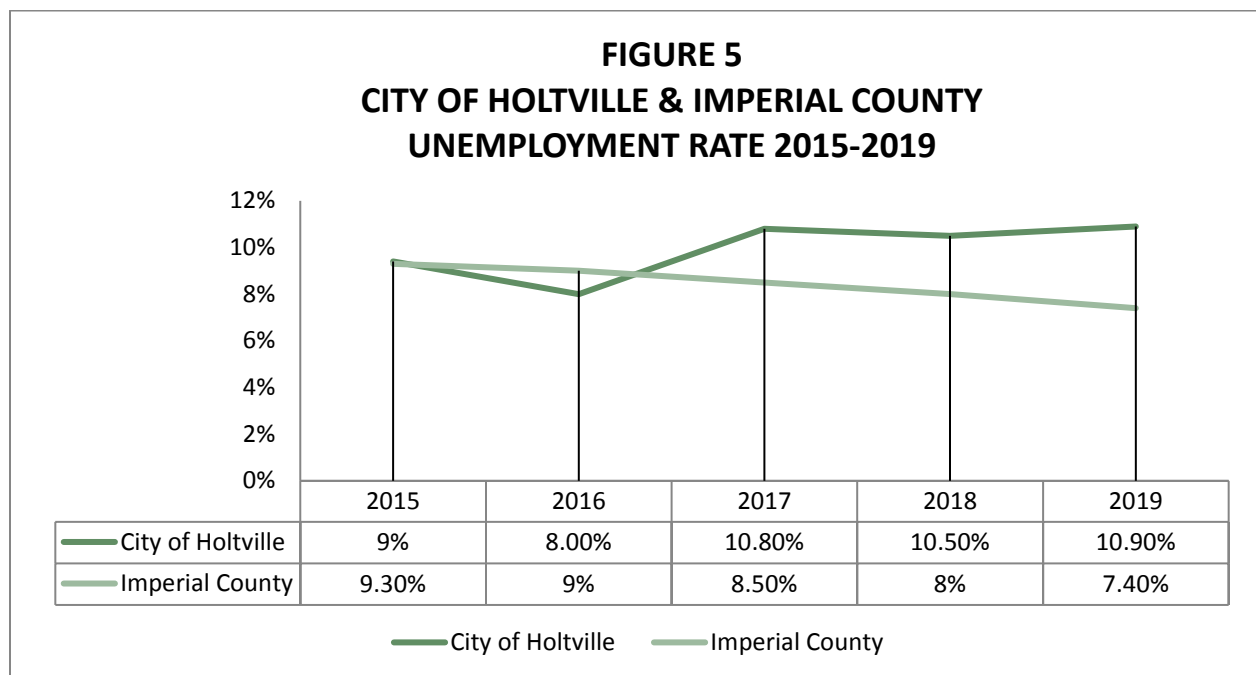
## Employment

Employment is an important factor affecting a community's housing needs. Current employment and projected job growth will have a significant influence on housing needs and affordability for the planning period. A city's labor force provides a base for the economic potential or employment need. Approximately 52.8 percent of the city's population fell within the city's eligible labor force in 2019, which is a 4.2 percent decrease since 2000. Of the 47.2 percent that was not part of the active labor force, 28.1 percent have disability status. According to the 2019 ACS, the estimated 2019 unemployment rate for Holtville was 10.9 percent, which is higher than the Imperial County's average of 7.4 percent. This figure is a slight increase from the City's 2015 unemployment rate of 9 percent (refer to **Figure 5 City of Holtville Unemployment Rate 2015-2019**). **Table 12 – City of Holtville Labor Force 2019** shows the City's labor force statistics.

**TABLE 12**  
**LABOR FORCE 2019**

Employment Status	Number of Persons	Percentage of Population
In labor force	2,433	52.8%
Not in labor force	2,178	47.2%
Total population age 16+	4,611	100.%

Source: 2019 American Community Survey



Source: US Census 2019 American Community Survey

However, the county's economy must also be considered because some city residents will look for work outside city boundaries. The Imperial County's economy is primarily driven by educational services, health care and social assistance occupations (21.1 percent), retail trade occupations (12.1 percent),

arts, entertainment, and recreation, and accommodation and food service occupations (11.4 percent), and public administration occupations (10.4 percent).

According to the 2019 ACS, the three largest occupational sectors in Holtville are somewhat similar to the county: educational services, health care and social assistance occupations (19.2 percent), public administration occupations (10.2 percent), and agriculture, forestry, fishing, hunting and mining (19.1 percent). See **Table 13—City of Holtville and Imperial County Industry by Occupation**.

**TABLE 13**  
**INDUSTRY BY OCCUPATION**  
**CITY OF HOLTVILLE AND IMPERIAL COUNTY**

Industry by Occupation	City of Holtville		Imperial County	
	Persons	%	Persons	%
Agriculture, forestry, fishing and hunting, and mining	380	19.1%	6,252	10.3%
Construction	83	4.1%	4,442	7.3%
Manufacturing	55	2.7%	1,371	2.3%
Wholesale trade	131	6.5%	2,031	3.4%
Retail trade	113	5.6%	7,321	12.1%
Transportation and warehousing, and utilities	145	7.2%	4,208	7.0%
Information	0	0.0%	839	1.4%
Finance and insurance, and real estate and rental and leasing	113	5.6%	2,145	3.5%
Professional, scientific, and management and administrative and waste management services	151	7.5%	4,024	6.6%
Educational services, and health care and social assistance	385	19.2%	12,807	21.1%
Arts, entertainment, and recreation, and accommodation and food services	204	10.2%	6,893	11.4%
Other services, except public administration	36	1.8%	1,966	3.2%
Public administration	205	10.2%	6,301	10.4%
<b>Total</b>	<b>2,001</b>	<b>100%</b>	<b>60,600</b>	<b>100%</b>

Source: 2019 American Community Survey

**Table 14—Largest Employers**, shows Holtville’s major employers. All of the major employers are agriculture-related businesses, several of which have employment that varies seasonally, which is common in the industry. Depending on the season, these businesses employ a combined total of 567 to over 600 employees.

**TABLE 14**  
**LARGEST EMPLOYERS**

Name of Business	Industry Type	Number of Employees	
		Full-Time	Seasonal
Ametza, LLC	Agriculture	8	-
Black Dog Farms	Agriculture	11-50	-
Bornt & Sons, Inc.	Agriculture	200+	-
Kevin Grizzle Farms, LLC	Agriculture	7	48
Horizon Farms, LLC	Agriculture	20-25	75-85
Imperial Valley Milling	Seed Company/Agriculture	17	5
Keithly-Williams Seeds	Seed Company/Agriculture	36	-
Vessey	Agriculture	90	50

Source: Phone interviews with businesses, January 2021

### Household Income

The California Department of Housing and Community Development (HCD) publishes annual income limits for each county in the state. The 2021 area median income (AMI) in Imperial County (for a four-person household) is \$70,700. **Table 15 – Maximum Household Income Level by Household Size** shows the maximum annual income level for each income group adjusted for household size for Imperial County, as determined by HCD. The maximum annual income data is then utilized to calculate the maximum affordable housing payments for different households (varying by income level) and their eligibility for federal housing assistance.

**TABLE 15**  
**MAXIMUM HOUSEHOLD INCOME LEVEL**  
**BY HOUSEHOLD SIZE FOR IMPERIAL COUNTY 2021**

Household Size	Maximum Income Level				
	Extremely Low	Very Low	Low	Median	Moderate
1-Person	\$ 14,700	\$24,500	\$39,150	\$49,500	\$59,400
2-Person	\$17,420	\$28,000	\$44,750	\$56,550	\$67,900
3-Person	\$21,960	\$31,500	\$50,350	\$63,650	\$76,350
4-Person	\$26,500	\$34,950	\$55,900	<b>\$70,700</b>	\$84,850
5-Person	\$31,040	\$37,750	\$60,400	\$76,350	\$91,650
6-Person	\$35,580	\$40,550	\$64,850	\$82,000	\$98,450
7-Person	\$40,120	\$43,350	\$69,350	\$87,650	\$105,200
8-Person	\$44,660	\$46,150	\$73,800	\$93,300	\$112,000

Source: Department of Housing and Community Development, Division of Housing Policy Development, 2021

Household income is a primary factor affecting housing needs in a community—the ability of residents to afford housing is directly related to household income. According to the 2019 ACS, the median

household income in Holtville was \$46,161, which is slightly lower than the Imperial County’s median income of \$48,472, and significantly lower than the state median household income of 80,440 for 2019.

**Table 16 – Household Income Distribution 2019** shows that the two largest income categories in Holtville are \$10,000 to \$14,999 (16.9 percent) and \$50,000 to \$74,999 (23.5 percent).

It is important to note that the amount of \$48,472 for Imperial County’s median income is different from that shown in **Table 15** above. **Table 15** uses data from the HCD 2020 state Income Limits, whereas the data in **Table 16** is sourced from the 2019 Census ACS survey. As a result, there are differences between the two datasets. In this instance, ACS data was used in order to retain consistency in data sources used for the analysis comparing Imperial County to the City of Holtville and the State of California.

**TABLE 16**  
**HOUSEHOLD INCOME DISTRIBUTION 2019**

Household Income	City of Holtville	Imperial County	State of California
Less than \$10,000	153 (9.1 %)	3,407 (7.6 %)	605,262 (4.6 %)
\$10,000 to \$14,999	284 (16.9 %)	4,258 (9.5 %)	486,841 (3.7 %)
\$15,000 to \$24,999	200 (11.9 %)	5,693 (12.7 %)	868,841 (6.6 %)
\$25,000 to \$34,999	70 (4.2 %)	4,348 (9.7 %)	894,735 (6.8 %)
\$35,000 to \$49,999	195 (11.6 %)	5,782 (12.9 %)	1,302,629 (9.9 %)
\$50,000 to \$74,999	395 (23.5 %)	6,948 (15.5 %)	2,013,154 (15.3 %)
\$75,000 to \$99,999	119 (7.1 %)	5,379 (12.0 %)	1,644,734 (12.5 %)
\$100,000 to \$149,999	249 (14.8 %)	5,827 (13.0 %)	2,284,469 (17.4 %)
\$150,000 to \$199,000	0 (0.0%)	1,837 (4.1 %)	1,236,840 (9.4 %)
\$200,000 or more	17 (1.0 %)	1,300 (2.9 %)	1,802,629 (13.7 %)
<b>Total</b>	<b>1,682 (100%)</b>	<b>44,829 (100%)</b>	<b>13,157,873 (100%)</b>

Source: 2019 American Community Survey

<sup>1</sup> Totals may vary slightly due to rounding.

### Extremely Low-Income Households

Households that earn 30 percent or less than the county’s median income (up to \$26,200 for a family of four in 2020) are considered “extremely low-income.” To estimate the number of extremely low-income households, Comprehensive Housing Affordability Strategy (CHAS) data was reviewed, which uses the 2013–2017 American Community Survey data. According to this data and as shown in **Table 17 – Extremely Low-Income Households**, there are approximately 455 households or 28 percent of all households that fall into the extremely low-income category. Of those, 80 are owner-occupied (17.6 percent) and 375 are renter-occupied (82.4 percent) households.

**TABLE 17**  
**EXTREMELY LOW-INCOME HOUSEHOLDS 2017**

Tenure	Extremely Low (0-30% of AMI)	
	Number	Percentage
Owner	80	17.6%
Renter	375	82.4%
Total	455	28%*

Source: 2011-2017 Consolidated Planning/CHAS data

\*based on a total household number of 1,625

### Overpayment

According to state housing policy, households that pay more than 30 percent of their monthly income on housing are considered “cost-burdened” and households that pay more than 50 percent are considered “severely cost-burdened.” Measuring the number of households paying more than these percentages helps define an area’s affordability problem. **Table 18 – Households Overpaying by Income Level 2017** reports 2017 CHAS data for households by household income categories defined by the US Department of Housing and Urban Development (HUD).

The prevalence of overpayment varies significantly by income and by tenure. Upper-income households are generally capable of paying a larger proportion of their income for housing; therefore, estimates of housing overpayment generally focus on lower-income groups.

Distinguishing between renter and owner housing overpayment is important because, while homeowners may overextend themselves financially to afford the option of home purchase, the owners always maintain the option of selling their home. Renters, on the other hand, are limited to the rental market and are generally required to pay the rent established by the market.

In 2017, over 40 percent of households paid more than 30 percent of their income on housing costs while 15.8 percent spent more than 50 percent of their income on housing costs. As shown in **Table 18**, just over 80 percent of renters in the City experience a higher rate of cost burden (80.9 percent) than owner households which is estimated to be at 15.8 percent. However, very low-income renters are most likely to be most severely cost-burdened. The extremely high number of renters overpaying demonstrates the need for additional low and low income housing.

**TABLE 18**  
**HOUSEHOLDS OVERPAYING BY INCOME LEVEL 2017**

Tenure	Paying >30% of income				Paying >50% of income				Total Overpaying (>30%)
	Very Low Income ≤50%		Low Income 50–80%		Very Low Income ≤50%		Low Income 50–80%		All Incomes
	#	% of total	#	% of total	#	% of total	#	% of total	% of total Renter/Owner Homes
Renter	280	80%	65	59%	225	90%	0	0.0%	80.9%
Owner	70	20%	45	40.9%	25	10%	15	100.0%	15.8%
Of total 1,682 households	350	20.8%	110	6.5%	250	14.9%	15	0.9%	43.1%

Source: 2013–2017 Consolidated Planning/CHAS data

### C. Housing Stock Characteristics

Housing is subject to the gradual physical deterioration over time that may result from poor maintenance or deterioration from natural causes. A deteriorated housing stock can discourage reinvestment, depress neighborhood property values, and impact the overall quality of life in a community. Thus maintaining and improving the existing housing stock has always been an important goal for the City of Holtville. For the purpose of this analysis, a housing unit is defined as a house, apartment, or single room, occupied as a separate living quarter or, if vacant, intended for occupancy as a separate living quarter. Separate living quarters are those in which the occupants live and eat separately from any other persons in the building and that have direct access from the outside of a building or through a common hall. The current stock of housing units, the type of units, age, and overall condition of those units may be an important indicator of housing needs in a community.

#### Age and Condition of Existing Housing Stock

From 2000 to 2020, the City of Holtville experienced an increase of 382 housing units which equals an estimated average annual growth rate of 19 (1.2 percent) housing units per year. While Holtville received a positive annual growth rate for the past two decades, the percentage growth falls slightly behind the Imperial County's 1.6 percent average annual growth rate. According to the Department of Finance 2020 housing estimates, the housing stock in Holtville is composed mostly of single-family homes, which comprised 70.4 percent of all units; multi-family homes are 19.1 percent of the total while mobile homes provide for the final 10.4 percent. This shows a 68.6 percent increase in the number of single-family homes and a 27.3 percent increase in multi-family homes from 2000 to 2020. This breakdown is lower than that of Imperial County, which has 76.7 percent single-family homes, and

higher than both the 24 percent multi-family homes, and -1.3 percent mobile homes. **Table 19 – Housing Stock by Type 2000–2020** provides a breakdown of the housing stock by type for Holtville and Imperial County. From 2000 to 2020, the City of Holtville experienced an estimated average annual growth rate of 19 (1.2 percent) housing units per year, however, the annual growth rate falls behind the Imperial County’s 1.6 percent average annual growth rate. Detailed housing stock characteristics of the community are important as they aid in determining how well the current housing stock meets the needs of current and future residents of the city. Furthermore, this table shows how Holtville housing trends compare with the County. The increased 2-4 unit homes and mobile homes shows that when compared to the County, Holtville has a higher demand for more affordable housing units.

**TABLE 19**  
**HOUSING STOCK BY TYPE 2000–2020**  
**CITY OF HOLTVILLE AND IMPERIAL COUNTY**

Unit Type	2000				2020				2000-2020 Change			
	Holtville		County		Holtville		County		Holtville		County	
	#	%	#	%	#	%	#	%	#	%	#	%
Single-Family	1,134	71%	27,049	61%	1,396	70.4%	38,112	65.4%	262	68.6%	11,063	76.7%
2-4 Units	116	7%	3,512	8%	177	8.9%	4,827	8.3%	61	15.9%	1,315	9.1%
5+ Units	160	10%	5,596	13%	203	10.2%	7,746	13.3%	43	11.3%	2,150	14.9%
Mobilehome & Other	190	12%	7,734	18%	206	10.4%	7,626	13%	16	4.2%	-108	-1.3%
Totals	1,600	100%	43,891	100%	1,982	100%	58,311	100%	382	23.9%	14,420	32.9%

Source: 2000 U.S. Census; Department of Finance, 2020

As mentioned in the introduction of this section, housing is subject to gradual physical deterioration over time. A general rule in the housing industry is that structures older than 30 years begin to show signs of deterioration and require reinvestment to maintain their quality. Other factors besides age may result in deterioration, such as the unavailability of financial resources by unit owners for adequate upkeep and maintenance. However, based on age alone, approximately 65.2 percent of the housing stock in the City of Holtville was built before 1989 and would require maintenance and rehabilitation as of 2019, as noted in **Table 20 – Age of Housing Stock 2019**. When compared to the Imperial County which had 55.6 percent of its total houses built before 1989 indicating that Holtville will have to perform maintenance and rehabilitation to 10 percent more houses than the County.

In 2008, a windshield survey was conducted by the Holt Group, Inc. to determine the current status of housing units in the city. A housing unit can be categorized as needing minor, moderate, or substantial repair; dilapidated units cannot be rehabilitated and should be removed or reconstructed. The 2008

survey identified 83 units in need of substantial rehabilitation or replacement (excluding mobile units in mobile home parks). The 83 units in need of substantial rehabilitation constitute almost 5 percent of the total existing housing stock. An active housing rehabilitation program would prevent further deterioration. However, it is almost always more cost-effective to remove and reconstruct than to rehabilitate units in need of substantial repair.

**TABLE 20**  
**AGE OF HOUSING STOCK 2019**

Year Structure Built	Holtville		Imperial County	
	Number of Units	Percent of Total	Number of Units	Percent of Total
Built 2014 or later	83	3.9%	2,755	4.7%
Built 2010 to 2013	0	0.0%	1,489	2.5%
Built 2000 to 2010	436	20.5%	10,686	18.3%
Built 1990 to 1999	219	10.3%	10,931	18.8%
Built 1980 to 1989	137	6.4%	8,365	14.4
Built 1970 to 1979	709	33.3%	9,741	16.7%
Built 1960 to 1969	229	10.8%	5,065	8.7%
Built 1950 to 1959	152	7.1%	6,068	10.4%
Built 1940 to 1949	114	5.4%	1,750	3%
Built 1939 or before	47	2.2%	1,435	2.5%
Total	2,126	100.%	58,285	100%

Source: 2019 American Community Survey

### Housing Tenure and Vacancy

Housing tenure and vacancy rates are important indicators of the housing supply, availability, and the overall housing market. According to the 2019 ACS, of the 2,126 total housing units in Holtville, 58.1 percent were owner occupied and 41.9 percent were renter occupied.(see **Table 9 – Vacancy Rates 2019**).

Vacancy rates are also an important housing market indicator in that the vacancy rate often influences the cost of housing and reflects the correlation between housing demand and availability. For rental housing, a 5 percent vacancy rate is considered necessary to permit ordinary rental mobility, while with for-sale housing, a 2 percent vacancy rate is considered the threshold to permit ordinary mobility. According to the 2019 ACS, 444 units were vacant (single family and multi-family units). This represented 20.9 percent of the 2,126 total units in Holtville (margin of error is +/-8.1).. The vacancy rate of 20.9 percent (444 units) is well above the rate considered optimal and suggests opportunities in the homeownership market.

The City also looked at multifamily vacancy rates separate from overall vacancy rates. Five multifamily complexes in Holtville were contacted in January 2016 and determined that of the 271 units, only 6



units were vacant, a vacancy rate of 2.2 percent. **Table 21** below shows the unit breakdown for each multifamily complex.

**TABLE 21**  
**SURVEY OF MULTIFAMILY COMPLEXES**

Complex Name	Total Units	Vacant Units
Orchard View Apartments	81	2
Chestnut Village Apartments	40	1
Holtville Garden Apartments	80	2
Town & Country Apartments	42	0
Plaza Townhouse Apartments	28	1
<b>Total</b>	<b>271</b>	<b>6</b>

Source: Google Maps, and local realtors and property managers, January 2021

### Housing Market

The cost of housing is directly related to the extent of housing problems in a community. If housing costs are relatively high in comparison to household income, there will be a correspondingly higher prevalence of housing cost burden and overcrowding. However, there is also a supply and demand factor in the region that has severely limited housing affordability in Imperial County.

### Sales Prices

According to Trulia, an online housing market web page, the median sales price for homes in Holtville between July and October 2020 was \$224,105 (**Table 22– Median Sales Prices 2021**), as compared to \$193,000 one year prior. These numbers represent an increase of \$31,105 or 16.1 percent. When looking at five years prior, the 2016 median home sales was \$147,000. This shows an increase of 52.5 percent in sales prices from 2016 to 2020.

To provide additional sales data, properties by bedroom size were reviewed which showed that the sales price of the only four-bedroom home was \$165,000; the sales price of the only available three-bedroom home was \$490,000; and the sales price of the only available one-bedroom homes was \$334,000.

**TABLE 22**  
**MEDIAN SALES PRICES 2021**

Homes	July.–Oct. 2020	3 months prior	1 year prior	5 years prior
All properties	\$224,105	\$213,000	\$193,000	\$147,000

Source: Zillow and Trulia.com, January 2021

Note: The total number of properties sold was not available with the sales data.

### Rental Prices

According to apartmentliving.com, the leading provider of commercial real estate information, analytics and online marketplaces, there were a significant number of homes for rent with three or

more bedrooms as compared to apartments which generally had one to two bedrooms. The average rental price (single-family homes and apartments) of the four 1-4 bedroom homes available at that time of the survey was \$1,020. **Table 23** illustrates the rental costs in Holtville by the number of bedrooms.

**TABLE 23**  
**MEDIAN RENTAL COST 2021**

Housing Type	1 BR	2 BR	3 BR
Median Price	\$797	\$1,218	\$1,045
Price Range	\$408–\$575	\$585–\$1,700	\$674–\$1,775

*Source: Rental Survey, Apartmentliving.com, January 2021*

### Housing Affordability

Housing affordability leads to other housing issues. For lower-income renters and owners, severe cost burden can require families to double up, resulting in overcrowding and related problems. Although homeowners enjoy income and property tax deductions and other benefits that help to compensate for high housing costs, lower-income homeowners may need to defer maintenance or repairs due to limited funds, which can lead to housing deterioration.

**Table 24 – Housing Affordability by Income Level 2020** provides the affordable rents and maximum purchase price, based on the HCD income limits for Imperial County. As shown, the maximum affordable rent is \$874 monthly for a very low-income four-person household, \$1,397 for a low-income household, and \$2,121 for a moderate-income household. As shown in **Table 23**, two- and three-bedroom units were renting at median prices of \$1,218 to \$1,045, respectively, and therefore are within the affordability range for very low-income, low-income, and moderate-income households. As shown in **Table 23**, some units on the lower end of the price range are within reach of both very low- and low-income households.

As of November 2015, the median sales price for single-family homes in the city was \$227,450. When looking at properties by number of bedrooms, the median sales price for a four-bedroom home was \$261,228; for a three-bedroom home, \$218,882; and for a two-bedroom home, \$142,827. The maximum affordable sales price for a four-person household is \$132,632 for a very low-income household, \$211,999 for a low-income household, and \$321,867 for a moderate-income household. This indicates that low- and moderate- income households would be able to afford existing and newly constructed homes of any bedroom size, while very low-income households may have trouble finding a house affordable, with only the lower end of the two-bedroom homes being affordable for this income group. Because of limited numbers of certain sizes of housing units in the City, the greater difficulty may be for those households able to afford to purchase a first home that may face limited opportunities to subsequently purchase and move into a larger or nicer second home.

**TABLE 24**  
**HOUSING AFFORDABILITY BY INCOME LEVEL 2020**

(Based on a Four-person Household in Imperial County)	Income Level		
	Very Low	Low	Moderate
Annual Income (2020)	\$34,950	\$55,900	\$84,850
Monthly Income	\$2,913	\$4,658	\$7,071
Maximum Monthly Gross Rent <sup>1</sup>	\$874	\$1,397	\$2,121
Maximum Purchase Price <sup>2</sup>	\$132,632	\$211,999	\$321,867

Source: 2020 Income Limits, Department of Housing and Community Development, monthly mortgage calculation:  
<https://www.chase.com/mortgage/mortgage-resources/affordability-calculator>

<sup>1</sup> Affordable housing cost for renter-occupied households assumes 30% of gross household income, not including utility cost.

<sup>2</sup> Affordable housing sales prices are based on the following assumed variables: approximately 5% down payment, 30-year fixed rate mortgage at 4.5% annual interest rate, taxes, insurance and private mortgage insurance (since borrowers will likely put less than 20% down).

#### **Assisted Housing at Risk of Conversion to Market Rate**

Existing housing that receives governmental assistance or obtained a governmental subsidy for its construction, is often a significant source of affordable housing in many communities. State housing element law requires cities to prepare an inventory of all assisted housing units that are available or at risk to convert to non-low-income housing due to termination of subsidy contract, mortgage prepayment, and/or expiring use restrictions. State law requires the following:

- An inventory of restricted low-income housing projects and their potential for conversion.
- An analysis of the costs of preserving and/or replacing at-risk units and a comparison of these costs.
- An analysis of the organizational and financial resources available for preserving and/or replacing the at-risk units.
- Programs for preserving at-risk units.

Based on the information presented below from the California Housing Partnership Corporation (CHPC), there is one project at risk of converting to market-rate housing during the 2021–2029 Housing Element time frame. The Town and Country Apartments is at-risk of converting to market rate within a five year time frame. **Table 25 – Inventory of Assisted Rental Housing** lists the assisted units in Holtville. Program 13 is proposed to require the City to monitor and assist in preserving any assisted units that are at-risk of converting to market rate.

**TABLE 25**  
**INVENTORY OF ASSISTED RENTAL HOUSING**

Project Name (Funding Date)	Assisted Units	Total Units	Funding Sources	Earliest Date of Conversion	At-Risk Status
Mesa Vista	30	30	I.V.H.A. (Public Housing)	NA	No
Town & Country Apartments (1975)	42	42	USDA (Section 515)	2025	Yes
Chestnut Village Apartments (1986)	40	40	USDA (Section 515)	2039	No
Holtville Garden Apartments (2004)	80	81	LIHTC (9% Allocation)	2058	No
Orchard View Apartments (2006)	80	81	LIHTC (4.5% Allocation)	2060	No
<b>Total Units</b>	<b>272</b>	<b>274</b>			

Source: RHNA 6<sup>th</sup> Cycle Final Proposed Methodology

### **Town and Country Apartments**

Town and Country was developed and operates with Federal housing financing. The property utilizes two Federal housing programs to make rent affordable to lower income tenants. These programs are Section 515 and Rural Development Rental Assistance. There has been no discussion of these units converting but they do have a current expiration date of 2025. Should the owner express interest in selling, the City will impellent program 13 to assist with ensuring affordability.

### **Cost of Preservation versus Replacement**

The cost of preserving units projected to expire in 2025 is estimated to be less than replacing the units through new construction. Replacing the units with rehabilitated units may be cost-effective in some instances. Actual costs involved in each option will depend on the rental and real estate market situations at the time the affordability restrictions on these projects expire.

Preservation of the units as affordable may require financial incentives to the project owners to extend low-income use restrictions. Other scenarios for preservation would involve purchase of the affordable units by a nonprofit or public agency, or local subsidies to offset the difference between affordable and market rents.

### **Local Rental Subsidy**

One available option for preservation of at-risk units would be a local rental subsidy to residents. This option could be used to retain the affordable status of the units by providing assistance to the residents when their affordable units convert to market rate. Rent subsidies using state, local or other funding sources can be used to maintain the affordability of these at-risk units. Rent subsidies can be structured to mirror the Section 8 program.

As noted in **Table 26 – Fair Market Rents Imperial County**, the earliest date that the at-risk units could convert to market rate is 2025. The cost of providing subsidies for the 42 at-risk units to maintain subsidized rents assumes that none of the at-risk units are preserved. The cost of providing subsidies to 42 very low-income households is based on a comparison between fair market rents (FMR) and rents which are affordable for very low-income households. Affordability is defined as rents that do not exceed 30 percent of a household’s monthly income. The current FMR for Imperial County are shown in **Table 26**.

**TABLE 26**  
**FAIR MARKET RENTS IMPERIAL COUNTY 2021**

Studio	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
\$669	\$810	\$1,060	\$1,444	\$1,793

Source: US Department of Housing and Urban Development, 2021. FMRs include utility costs

Based on 2020 HCD-adjusted HUD income limits data for Imperial County, affordable rents for very low-income households would be approximately \$816 for a one-bedroom unit and \$933 for a two-bedroom unit. This assumes a one-person household for a one-bedroom unit and a two-person household for a two-bedroom unit.

**Table 27 – Estimated Monthly Subsidy** shows that the cost of subsidizing 42 very low-income units in today’s market would cost approximately \$35,340 per year.

**TABLE 27**  
**ESTIMATED MONTHLY SUBSIDY 2020**

Unit	FMR	Affordable Rent	Number of Units	Difference	Total Monthly	Annual
1 bedroom	\$781	\$816	17	\$35	\$595	\$7,140
2 bedroom	\$1,027	\$933	25	\$94	\$2,350	\$28,200
Total	--	--	42	\$129	\$2,945	\$35,340

Source: HCD 2020 Income Limits

FMR taken from HUD 2020 FMR’s including utility costs

Affordable rent analysis was determined using HCDs 2020 Income limits. See Table 15.

### Replacement Cost

Maintenance of at-risk housing units as affordable will depend largely on market conditions and the attractiveness of financial incentives that the County can provide to investors. Theoretically, replacement of units as an option is limited only to those at-risk projects owned by “for profit” investors with no long-term use restriction by a public entity (such as HUD) or the County, as expiration of the current use restriction on these projects would actually physically reduce the County’s affordable housing inventory. Should affordability controls on this project be lost in the County, the County has the option to construct new units to replenish its housing stock. The cost to replace the 42 units at risk of converting to market rate during this Housing Element planning period will vary based on the timing

of replacement and the economic conditions in the region. Recent construction cost information of an average of \$131 per square foot was used to gauge the cost of replacing the at-risk units. Using average square footages of 650 square feet for one-bedroom unit and 750 square feet for two-bedroom unit, **Table 28 – Replacement Cost by Unit Type** shows that the cost of replacing the at-risk units through new construction is approximately \$390,380.

**TABLE 28**  
**REPLACEMENT COST BY UNIT TYPE**

Unit Size	Square Feet	Cost per S.F.	Cost per Unit	Number of Units	Total Cost
1 Bedroom	650	\$131	\$ 85,150	17	\$144,755
2 Bedroom	750	\$131	\$ 98,250	25	\$245,625
<b>Total Cost</b>					<b>\$390,380</b>

*Source: National Association of Home Builders (NAHB) cost per square foot to build house.*

### **Preservation Resources**

The City's objective is to either retain or replace any units that are at-risk of converting to market rate. In an effort to ensure the at-risk units do not convert to market rate the City will work with existing and potential owners as well as tenants to keep the 42 units affordable to lower-income households and to avoid tenant displacement. The City will keep in regular contact with the owner of the Town and Country Apartments to determine the status of the building. The City will communicate to the owner the City's continued interest in working with the owner and nonprofit organizations to preserve the at-risk units as affordable to lower-income households. If the owner of Town and Country Apartments shows interest in converting the 42 units to market rate the City will work with the IVHA to inform tenants of their rights and ownership possibilities.

In addition, there are several housing providers in Imperial County that have been identified by HCD as candidate entities that could assume responsibility for the at-risk housing should they be converted to market rate units. Please refer to Section IV – Housing Opportunities for additional resources.

**Imperial Valley Housing Authority-** The IVHA is committed to preserving at-risk housing projects in Imperial County. Through state and federal housing programs, the housing authority raises the funds necessary to acquire at-risk housing projects in the county. The IVHA also administers the Section 8 program for Holtville.

**Campesinos Unidos-** A regional nonprofit serving the Coachella and Imperial Valleys, Campesinos Unidos provides a variety of services to low- and very low-income households. The organization operates self-help housing programs for low-income families, conducts energy education and workshops to help control energy costs, and administers a house appliance replacement program.

**California Coalition for Rural Housing-** The California Coalition for Rural Housing works with tenants of at-risk buildings to inform tenants of available options, and if the tenants are interested, helps them organize a tenants association to pursue further actions. The coalition also provides technical

assistance to nonprofit or public entities interested in purchasing at-risk projects. Both the IVHA and Campesinos Unidos are members of the coalition.

**Catholic Charities-** Catholic Charities, Diocese of San Diego is a faith-based agency rooted in the social teachings of the Catholic Church. It provides social services to, advocates for, and empowers the poor, oppressed, or vulnerable. The Catholic Charities provide information and referral services to those living in the diocese who may be experiencing difficulties. The food pantry can be accessed by individuals or families. Equipment and supplies are provided on a first-come, first-served basis. Other assistance includes providing support with fuel, utility expenses, emergency housing, clothing referrals, prescriptions, and other essential items.

#### D. Special Needs Groups

Certain segments of the population may have more difficulty in finding decent, affordable housing because of special circumstances. Consequently, certain segments of residents in Holtville may experience a higher prevalence of housing overpayment (cost burden), overcrowding, or other housing problems. The state housing element law requires that the needs of these groups be addressed in the Housing Element. The law defines “special needs” groups to include persons with disabilities, the elderly, large households, female-headed households with children, homeless persons, and farmworkers. This section provides a detailed discussion of the housing needs facing each particular group as well as programs and services that may be available to address their special housing needs.

**Table 29 – Special Needs Groups 2019** depicts the breakdown of the special needs groups by household and persons. When looking at households, the Homeless (12.6 percent) represent the largest special needs group. When looking at persons, persons with disabilities (16.4 percent) followed by the elderly (12.6 percent) represent the largest special needs groups. Some people may be counted in more than one group. For example someone could be elderly and disabled.

**TABLE 29**  
**SPECIAL NEEDS GROUPS 2019**

Special Needs Group	Owners	Renters	Total Households (2,126)	Total Persons (6,527)
Elderly (Age 65+) <sup>1</sup>	297	138	435 (20.5 %)	825 (12.6 %)
Large HH (5+) <sup>1</sup>	136	111	247 (11.6 %)	--
Persons with Disabilities <sup>1</sup>	--	--	--	1,068 (16.4 %)
Female-Headed HH <sup>1</sup>	116	135	251 (11.8 %)	--
Farmworkers <sup>1</sup>	--	--	--	196 (3 %)
Homeless <sup>2</sup>	--	--	--	1,527 (16.4 %)

Source: <sup>1</sup>2019 American Community Survey 5-year estimates

<sup>2</sup> Imperial County 2020 Point in Time Count

### **Persons with Disabilities**

Physical, mental, and/or development disabilities may prevent a person from working, restrict one's mobility, or make it difficult to care for oneself. Thus, disabled persons often have special housing needs related to potentially limited earning capacity, the lack of accessible and affordable housing, and higher health costs associated with a disability.

In 2019, approximately 1,068 persons or 16.4 percent of the population reported a disability (see **Table 29**). Of the total 1,071 persons, 825 or 12.6 percent were aged 65 and over.

The US Census defines six types of disabilities: sensory, physical, mental, self-care, go-outside-home, and employment. Sensory and physical disabilities are determined to be "long-lasting conditions." Mental, self-care, go-outside-home, and employment disabilities are defined as conditions lasting six months or more that make it difficult to perform certain activities. Some residents suffer from disabilities that require living in a supportive or institutional setting. The living arrangement of disabled persons, however, depends on the severity of the disability. Many live at home independently or with other family members. To maintain independent living, disabled persons may need assistance. This can include special housing design features for the disabled, income support for those who are unable to work, and in-home supportive services for persons with medical conditions among others. Services are typically provided by both public and private agencies.

State and federal legislation mandate that a specified number of units in new or rehabilitated multi-family apartment complexes be accessible to individuals with limited physical mobility. Imperial County Building Code inspectors enforce these mandates. Holtville Garden Apartments and Orchard View both provide units that are handicap accessible. In addition, the City has historically made CDBG funds available for the removal of architectural barriers in residences occupied by physically handicapped individuals.

### **Developmental Disabilities**

Senate Bill (SB) 812 requires the City to include the needs of individuals in the community with a developmental disability in the special housing needs analysis. According to Section 4512 of the Welfare and Institutions Code, a "developmental disability" means a disability that originates before an individual attains age 18 years, continues, or can be expected to continue, indefinitely, and constitutes a substantial disability for that individual which includes mental retardation, cerebral palsy, epilepsy, and autism.

Many developmentally disabled persons can live and work independently in a conventional housing environment. More severely disabled individuals require a group living environment where supervision is provided. The most severely affected individuals may require an institutional environment where medical attention and physical therapy are provided. Because developmental disabilities exist before adulthood, the first issue in supportive housing for the developmentally disabled is the transition from the person's living situation as a child to an appropriate level of independence as an adult.



The California Department of Developmental Services currently provides community-based services to approximately 243,000 persons with developmental disabilities and their families through a statewide system of 21 nonprofit regional centers, three developmental centers, one community facility, and two community-based points of entry to services for people with developmental disabilities. A regional center is a private, nonprofit community agency that contracts with local businesses to offer a wide range of services to individuals with developmental disabilities and their families. The three development centers are scheduled to close over the next several years, as care will be transferred from institutional settings to smaller community-based living facilities. **Table 30 – Persons with Developmental Disabilities 2019** provides information about Holtville’s population of developmentally disabled persons by age and zip code. It should be noted that the zip code is inclusive of areas outside of the city boundaries.

**TABLE 30**  
**PERSONS WITH DEVELOPMENTAL DISABILITIES 2019**

Zip Code	17 Years or Younger	18+ Years	Total
92250	13	1,031	1,044

*Source: U.S. Census 2019 American Community Survey*

A number of housing types are appropriate for people living with a development disability: rent-subsidized homes, licensed and unlicensed single-family homes, inclusionary housing, Section 8 housing, special programs for home purchase, HUD housing, and SB 962 homes. The design of housing-accessibility modifications, the proximity to services and transit, and the availability of group living opportunities represent some of the types of considerations that are important in serving this special needs group. Incorporating “barrier-free” design in all new multi-family housing (as required by California and federal fair housing laws) is especially important to provide the widest range of choices for disabled residents. Special consideration should also be given to the affordability of housing, as people with disabilities may be living on a fixed income. Program 7 is proposed to specifically address the needs of persons with developmental disabilities.

### **Female-Headed Households**

Because of the relatively lower incomes and higher living expenses of a female-headed household with children, these households are more likely to have difficulty finding affordable, decent, and safe housing. These households often require special consideration and assistance, as a result of their greater need for affordability, accessibility to day care/child care, health care, and other supportive services. Female-headed families with children are a particularly vulnerable group because they must balance the needs of their children with work responsibilities, and often while earning limited incomes.

An estimated 251 female-headed households with children lived in Holtville in 2019, representing 11.8 percent of all households (see **Table 29**). This is a decrease from the 2000 Census which reported 16.5 percent of all households. The majority (53.8 percent) of female-headed households are renters, compared to 46.2 percent owners. This can result in unstable housing conditions for these families. According to the 2019 ACS, the average family household income in Holtville was \$46,161. By comparison, a Holtville family’s median income was \$58,702, while the median family income for

female householders was only \$13,458. In order to provide assistance to these households, the City has worked with local organizations such as the Salvation Army and Womanhaven to provide these families with information on these organizations so that they may receive assistance when needed.

### **Farmworkers**

Farmworkers are traditionally defined as persons whose primary incomes are earned through permanent or season agricultural labor. Permanent farm laborers work in the fields, processing plants, or agricultural-related support activities. When workload increases during harvest periods, the labor force is supplemented by seasonal labor, often supplied by a labor contractor. For some crops, farms may employ migrant workers, defined as those who travel long distances to work which prevents them from returning to their primary residence every evening and might necessitate temporary housing at their place of employment.

Determining the true size of the agricultural labor force is problematic. For example, the government agencies that track farm labor do not consistently define farmworkers (e.g., field laborers versus workers in processing plants), length of employment (e.g., permanent or seasonal), or place of work (e.g., the location of the business or a field). Farmworkers are, however, typically categorized into three groups: permanent, seasonal, or migrant. Permanent farmworkers are typically employed year-round by the same employer while a seasonal farmworker works on average less than 150 days per year and earns at least half of his/her earned income from farmwork. Migrant farmworkers are seasonal farmworkers who have to travel to do the farmwork and are unable to return to their permanent residence within the same day, necessitating temporary housing services.

According to the 2019 ACS, and as shown in Table 29, there were a total of 196 (3 percent) farmworkers in the City of Holtville. According to the US Department of Agriculture, there were 7,934 permanent, seasonal, and migrant farmworkers working on 282 farms located in Imperial County in 2017. More than half of the farms employ fewer than 10 employees, accounting for 8.2 percent of the farmworker population. Large farm operators account for 43 percent of the farms in Imperial County, but employ 91.8 percent of all farmworkers. Please refer to **Table 31 – Imperial County Hired Farm Labor 2017**. The majority of farmworkers are seasonal and are typically paid minimum or just above minimum wage. Farm labor contractors recruit legal border-commuter workers at the Calexico port of entry each day, and take workers to the fields in buses between 5 a.m. and 6 a.m.; workers are able to return to their place of residency at end of day. There are some related but more permanent agricultural jobs that are “busier” during high season. Most of the equipment operators, irrigators, and other regular or year-round workers employed on Imperial Valley farms that live in the Imperial County are likely to earn more than the minimum wage, allowing many of them to own homes throughout the region.

It is also important to note that the number of seasonal farmworkers reported by the USDA may be inflated. There is no noted discounting for duplicating seasonal workers that work year-round with different farms. Double-counting is thus likely for seasonal jobs held by the same worker during different times and at different farms.

**TABLE 31**  
**IMPERIAL COUNTY HIRED FARM LABOR 2017**

	Farmworkers	Farms
<b>Farm Operations with Less than 10 Employees</b>		
Permanent	564	145
Seasonal (e.g., less than 150 days)	309	104
Subtotal	873	249
<b>Farm Operations with More than 10 Employees</b>		
Permanent	4,070	107
Seasonal (e.g., less than 150 days)	2,991	29
Subtotal	7,061	136
Total	5,889	103*

Source: USDA 2017 Census of Farmworkers.

\*Actual count of farms is 282. However, some farms have been reported in both categories.

The ability to ascertain an accurate number of agricultural workers in Holtville is problematic as the data available to the City is limited because of its relatively small size. According to 2019 ACS, as stated previously, 196 residents of Holtville identified themselves as employed in the farming, forestry, or fishing occupations. According to the California Employment Development Department, the median income for farmworkers in the Imperial County was \$25,373 in 2020 which is an increase of approximately \$11,000 in annual wages since 2000. The Holtville housing needs assessment for this special needs group relies on these two primary statistical factors.

Because of their identified low income, most farmworkers would need housing subsidies or other forms of assistance to obtain adequately sized and affordable housing. In addition, because of their low incomes, farmworkers have limited housing choices and are often forced to double up to afford rents, which leads to overcrowding. In addition to overcrowded conditions, it is estimated that some farmworkers also live in substandard housing (structures generally unsuitable for occupancy).

Farmworker housing needs can be met in a variety of ways, including housing for migrant and seasonal/short-term farmworkers in farm-related group housing facilities or permanent long-term housing. Farmworkers are attracted to Holtville due to the quiet rural character of the community and the abundance of agricultural labor opportunities in the surrounding fields and agricultural land. Given the importance of agriculture and its labor force, the provision of adequate farmworker housing is important for Holtville. Farmworker housing over the last two decades, however, has transitioned from temporary to permanent. Historically, migrant workers in California lived in farm labor camps throughout unincorporated rural areas on the farm lands for which they worked. However, in Imperial County, as more farms utilize farm labor contractors to supply agricultural labor from across the international border, the need for migrant workers, along with the temporary housing facilities they once utilized, have diminished.

Housing needs for full-time residents are best met through the provision of permanent affordable housing. The City of Holtville is actively involved in the provision of permanent housing suitable for farmworkers. Campesinos Unidos constructed 18 single-family residences in 2002 to be purchased by low-income farmworkers in Holtville. In March 2006, the City further supported the development of an 80-unit, three- and four-bedroom subsidized rental housing. The City of Holtville has established the provision of larger units (3+ bedrooms) and units affordable to lower-income persons as a high priority to address the needs of farmworker families. With the dissolution of the Redevelopment Agency and the CDBG program being inactive, the City has limited funds to directly support projects. The City continues to assist with applications and is supportive of housing developments that would aid farmworker families. As required by California Health and Safety Code Sections 17021.5 and 17021.6, the City updated its Zoning Ordinance during its 5<sup>th</sup> RHNA Cycle allowing employee farmworker housing to be permitted by-right, without a conditional use permit, zoning variance, and/or other zoning clearance in single family zones for six or fewer persons and in agricultural zones for employee farmworker housing consisting of no more than 36 beds in a group quarters or 12 units.

### **Elderly Households**

In 2019, there were 435 households (20.5 percent) in Holtville where the householder was 65 years of age or older. Of the elderly population in Holtville, 27.9% percent live below the poverty line, according to the 2019 ACS. In addition, many seniors in Holtville are faced with various disabilities. The 2019 Census listed 417 persons over the age of 65 in Holtville with a disability characterized as having difficulty with hearing, vision, cognitive, ambulatory, self-care, or independent living. This accounted for over half (63.2 percent) of the population over 65 years of age.

The housing needs of this group can be partially addressed through smaller units, second units on lots with existing homes, shared living arrangements, congregate housing, and housing assistance programs. The housing needs were targeted in 2004 with an 81-unit senior living facility, constructed with participation under the California Tax Credit Allocation and with local Redevelopment Agency Funds. During the 5<sup>th</sup> Housing Element Cycle, the Holtville City Council authorized the submittal of the HOME Investments Partnership Program application to receive funding for the Sunset Rose Senior Apartment Complex. As of May 2021, the City is processing a Tentative Parcel Map application for the apartment complex. The project is expected to be completed during the first years of the 6<sup>th</sup> Housing Element Cycle and is projected to create 32 new units for senior housing. The City also provides senior services such as subsidized senior lunches, and further coordinates health screening and awareness classes for seniors.

### **Large Households**

Large households are defined as those consisting of four or more persons. An estimated 643 large households resided in Holtville in 2019, comprise 38.2 percent of all households in the city (see **Table 29**). Of these large households, 402 were in owner-occupied units, while 241 were in renter-occupied units. These households are considered a special needs group because of the often-limited supply of adequately sized and affordable housing units in a community. In order to save for other basic

necessities such as food, clothing, and medical care, it is common for lower-income large households to reside in smaller units, which frequently results in overcrowding.

To address overcrowding, communities can provide incentives to facilitate the development of affordable housing with three or more bedrooms to meet the needs of large households. Oftentimes, the shortage of large rental units can be alleviated through the provision of rental housing subsidies or subsidized homeownership opportunities. During the 2001–2005 planning period, the City of Holtville supported the construction of 18 single-family units subsidized for homeownership by large farmworker families. The construction project was sponsored and carried out by Campesinos Unidos. In addition, in March 2006, an 80-unit multi-family complex was constructed that targeted large family rental housing needs. The project was funded with a California Low Income Housing Tax Credit Allocation. Throughout the entire 5<sup>th</sup> Cycle Housing Element, the City has worked together with the Melon Properties LLC to annex four parcels equaling an estimated 7.7-acre site into the City for the development of a large multi-family apartment complex. On their November 23, 2020 meeting, the Holtville City Council certified a mitigated negative declaration for the project. The City Council also approved the annexation, pre-zone, zone change, general plan amendment, and tax share agreement for the apartment complex. The applicant has currently come to an agreement with the City to develop a number of low income units but the exact number of units is yet to be determined. It is estimated that the project will create a mix of low income town homes and multi-family units no less than 43 housing units.

### **Homeless**

The number of homeless persons in rural areas is difficult to track as those persons do not always sleep outside or in visible spaces. The Imperial Valley Continuum of Care Council (IVCCC) identified approximately 193 sheltered and 1,334 unsheltered “chronically homeless” persons in the Imperial County in their 2020 Point in Time Count. IVCCC offered no breakdown of homeless persons for individual cities.

Holtville participates in the Imperial Valley Regional Task Force on Homelessness, which addresses homelessness issues through the network of assistance programs and facilities throughout the Imperial Valley. The task force publishes a resource book that lists the programs available and the names and addresses of all agencies and shelters participating. Although there are currently no emergency shelters in the City of Holtville, nor does the local needs assessment determine that development of a shelter is warranted at this time, Holtville must ensure that any future demand for emergency housing be facilitated in compliance with state law. To that end, concurrently with this Housing Element update, the City is completing all requirements per state law and has amended its Zoning Ordinance to allow emergency shelters by right without any discretionary review in the R-2 – Two-Family zone and the R-3 – Multifamily zone, and will permit transitional and supportive housing as a residential use only subject to the same restrictions that apply to the same housing types in the same zone.

The task force estimates that homeless persons currently living in the Imperial Valley could be serviced by one of the six emergency shelters or the various transitional housing units available in the county. As

such, continued participation in the Valley Wide Task Force Continuum of Care and the services offered by various homeless resources throughout the county should be sufficient to continue addressing the needs of the homeless in the City of Holtville.

### Resources

Homelessness is a continuing national problem that persists in local cities and communities in Imperial County. The City of El Centro is the largest community in Imperial County and serves as the service center for the homeless and others requiring support services. Several resources, as listed below, are available to Holtville residents, such as medical, dental, legal, educational, social, transportation, and mental health services. Additional services include educational classes in Spanish and English, English as a Second Language, computer skills, driver's education, and a children's program.

**The Salvation Army, El Centro Corps Community Center:** provides a hospitality house to both men and women, which gives them a place to shower and a new set of clothing as well as a meal at lunchtime.

**Womanhaven – Center for Family Solutions:** provides safety for women, children and men who are victims of domestic violence.

Womanhaven emergency shelters are available to women and children; men can be placed in a men's shelter. Once in a shelter, a woman and her child or children are afforded a wide range of services, including counseling, advocacy, educational classes, court accompaniment, legal services, support groups, peer counseling, clothing, and complete case management.

The Center for Family Solutions has 13 transitional shelter apartments where women who have been in the emergency shelter may live with their children for up to two years while they complete an academic goal or work training program designed to help them become economically independent.

**Catholic Charities House of Hope:** provides a 24-bed women's and children's emergency shelter.

**Volunteers of America** operates the **Los Amigos Center for Supportive Living:** provides housing and supportive care for adults with mental disabilities as well as a 31-bed emergency shelter for stable, mentally disabled homeless individuals. The emergency shelter is located in the City of Brawley.

**The Calexico Neighborhood House** operates the **Casa Villanueva Homeless Shelter and Transitional Housing:** provides a 20-bed shelter for women and children out of Calexico. It is estimated that the emergency shelters in Imperial County have a total number of 107 beds available at any given time for the homeless. They also provide transitional housing (four separate studios each consisting of four beds each).

### Additional Services

Additional homeless support services in Imperial Valley are provided by the Imperial County Health Department, Imperial County Social Services, Imperial Valley Food Bank, Imperial Valley Behavioral Health Services, I.V. Independent Living Center, and Sure Helpline. It is estimated that there are

approximately 24 transitional housing units in Imperial County that are able to support approximately 70 persons.

### E. Regional Housing Needs Assessment

An overview of the RHNA or “fair share” of housing needs for all income groups, as determined by the regional COG, was provided in the introduction of this Housing Element. RHNA refers to the share of the region’s housing growth that has been projected and allocated to a community by income group. In brief, SCAG is the COG that calculates future housing need based upon projected household growth, plus a certain amount of units needed to account for normal and appropriate level of vacancies and the replacement of units lost to conversion or demolition. In allocating the region’s future housing needs to jurisdictions, SCAG considers the following factors:

- Market demand for housing
- Employment opportunities
- Availability of suitable sites and public facilities
- Commuting patterns
- Type and tenure of housing
- Loss of units in assisted housing developments
- Over-concentration of lower-income households
- Geological and topographical constraints

In March 2021, SCAG adopted an RHNA for its member jurisdictions. **Table 32 – RHNA by Income Category** provides a breakdown of Holtville’s share of future regional housing needs, as determined by SCAG, by the following four income categories: very low, low, moderate, and above moderate. As indicated by the table, the regional share of housing needs allocated to the City of Holtville is 171 new units over SCAG’s 7 ½ year planning period (October 1, 2021, through October 1, 2029).

Per HCD guidelines, 50 percent of the city’s very low-income RHNA number qualifies as extremely low income. Therefore, in compliance, of the 41 very low-income RHNA, the City is estimating 21 units for extremely low-income households or 10 percent of the total housing needs projection.

**TABLE 32**  
**RHNA BY INCOME CATEGORY**

Income Category	Holtville	
	No. of Households	Percentage of Households
Very Low	41	24%
Low	33	19%
Moderate	26	15%
Above Moderate	71	42%
<b>Total</b>	<b>171</b>	<b>100%</b>

Source: SCAG 20216th Cycle RHNA Allocation



### III. CONSTRAINTS ON HOUSING PRODUCTION

The provision of an adequate range of housing opportunities to address the identified needs in the community is an important goal for the City of Holtville. However, many factors can constrain the development, maintenance, and improvement of housing. These include governmental constraints such as codes and development standards and nongovernmental constraints including market, physical, and environmental constraints. The local jurisdiction, the City of Holtville in this case, may have control over some of the governmental constraints as these are typically applied by the City itself. Nongovernmental constraints, on the other hand, are market-driven and therefore much more difficult for the City of Holtville to control, if at all. The City can, however, make available housing programs to its local residents that can assist overcoming these nongovernmental types of constraints. This section addresses the potential constraints that may affect the supply and cost of housing in Holtville.

#### A. Non-Governmental Constraints

Land costs, construction costs, and market financing contribute to the cost of housing reinvestment, and can potentially hinder the production of new housing development. Although many constraints are driven by market conditions, jurisdictions have some leverage in instituting policies and programs to address such constraints. The section below analyzes these market constraints as well as the activities that the City can undertake to mitigate their effects.

##### Land Costs

The cost of raw land typically accounts for a large share of total housing production costs. Increased land costs appear to be one of the major contributing factors to the rapid rise in housing prices and rents that the Imperial Valley has experienced in recent years. Land costs vary depending on whether the site is vacant or has an existing use that must be removed, or whether the site has physical or environmental issues that must be mitigated (e.g., steep slopes, soil stability, seismic hazards, or flooding).

Supply and demand is an important factor on land cost and the shortage of developable land can drive up the demand and cost of housing construction. Residential land in the City of Holtville is substantially built-out, with little or no vacant land available for development of any type. Precise land costs are difficult to determine in Holtville due to the limited number of real estate transactions. However, according to the Imperial County Association of Realtors (ICAOR) as of February 2021, there were no vacant residential parcels listed for sale within City Limits. Land cost in Holtville is low and not considered to be a significant constraint in providing for affordable housing. However agricultural land just outside the city limits of Holtville is considered premium land and any large-scale development requiring expansion into these areas would be more expensive. The City of Holtville, however, has adopted a Density Bonus Ordinance to help mitigate against the cost of land should it become a constraint during this Housing Element's planning period. No additional program is warranted at this time to mitigate land costs.



### **Construction Costs**

Construction costs vary widely according to the type of development. Construction of multi-family housing is generally less expensive than single-family homes on a per-unit basis. However, wide variation within each construction type exists depending on the size of the unit and the number of quality amenities provided. Amenities such as fireplaces, swimming pools, tiling, and other interior features can significantly increase construction costs.

The National Association of Home Builders estimates that the per square foot cost of a single-story home in the western region, including construction materials and labor, is approximately \$131 per square foot, depending on the size of the home. Excluding land costs, it is estimated that a three-bedroom single-family home of 2,000 square feet would have a minimum cost of approximately \$262,000 (including direct job costs, permits and utilities, plans and specs, and contractor markup).

A reduction in amenities and the quality of building materials (above a minimum acceptability for health, safety, and adequate performance) could result in lower sales prices. In addition, manufactured housing may provide for lower-priced housing by reducing construction and labor costs.

Another factor related to construction costs is the number of units built at one time. The City of Holtville does not have a minimum density requirement meaning that developers are free to construct any number of units so long as there is sufficient utilities and the number does not exceed the zones required densities. As the number increases, overall costs generally decrease as builders are able to take advantage of economies of scale. This type of cost reduction is of particular benefit when density bonuses are used for the provision of affordable housing. The City of Holtville has already adopted a Density Bonus Ordinance to help mitigate against the cost of land should it become a constraint during this Housing Element's planning period. No additional program is warranted at this time to mitigate construction costs.

### **Construction Financing**

Unlike market-rate development, affordable housing projects generally require financing not only for the construction but to facilitate the continued affordability of the homes. Research has shown that construction and permanent loans for these types of developments are almost never available for more than 75 percent of the future project value. Developers therefore must supply at least 25 percent or more of the project value. Upfront cash commitment may not be problematic for some developers as long as the project can generate an acceptable net cash flow to meet the acceptable returns. However, subsidized housing developers generally must obtain supplemental funds from grants or secondary financing to retain the housing as affordable to very low- and low-income households.

Until recently, debt capital was readily available for market-rate residential developments. Debt capital for affordable housing developments for low-income residents is generally even less accessible due to the difficulty in securing financing, the layering of various funding sources, and competition for this type of financing. The competitive nature of funding for affordable housing often results in awards going to the projects most in need of funding (i.e., are the least self-sustainable and have the lowest, generally negative, return on investment) which are also the ones that can end up with the highest

permanent funding costs. Many subsidized permanent financing loans include annual interest payments, extra costs associated with the funding requirements, and restrictions that prevent opportunities for cost savings available to unsubsidized market-rate financing. Funding for the construction of affordable housing is often still set at market rates, usually either a gap loan or a revolving line of credit, and can have interest rates as high as 10 to 15 percent. Availability of funding mechanisms that pay off portions of the construction loan or that can buy down the interest rate have a significant impact on the feasibility of the project.

Low Income Housing Tax Credits (LIHTC) have become a critical source of capital for affordable housing developments targeting low- and very low-income households. The selection process for tax credits is highly competitive and developers seek other forms of subsidies when available. The City has utilized a variety of funding sources over time to provide supplemental financing for subsidized housing developments, including the Home Investment Partnership Program (HOME), Community Development Block Grant (CDBG), and redevelopment housing set-asides. Several of these programs have not been available in recent years. HOME and CDBG have not been active in over eight years. While there is a small amount of housing set-aside RDA bond funds remaining, they are not enough to substantially assist in a project. Although financing costs impact project feasibility, these problems are generally equal across jurisdictions and thus are not a unique constraint to housing production in Holtville.

### **Mortgage Financing**

The availability of financing affects a person's ability to purchase or improve a home. The cost of borrowing money to finance the construction of housing or to purchase a house affects the amount of affordably priced housing in Imperial County. Fluctuating interest rates can eliminate many potential homebuyers from the housing market or render infeasible a housing project that could have been developed at lower interest rates. While the cost of money for site preparation and construction is an important determinant of the initial cost of a home to the buyer, mortgage interest rates have an even more dramatic effect on the cost of housing to the homebuyer and on the cost of constructing rental units. Interest rates are ultimately passed on to the renter by the apartment owner.

When interest rates decline, sales increase. The reverse is true when interest rates increase. Over the past several decades, there was dramatic growth in alternative mortgage products, including graduated mortgages and variable rate mortgages. These types of loans allow homeowners to take advantage of lower initial interest rates and to qualify for larger home loans. However, variable rate mortgages are not ideal for low- and moderate-income households that live on tight budgets. In addition, the availability of variable rate mortgages has declined in the last few years due to greater regulation of housing lending markets. Variable rate mortgages may allow lower-income households to enter into homeownership, but there is a definite risk of monthly housing costs rising above the financial means of that household. Therefore, the fixed interest rate mortgage remains the preferred type of loan, especially during periods of low, stable interest rates.

**Table 33 – Interest Rates** illustrates interest rates as of January 2021. The table presents both the interest rate and the annual percentage rate (APR) for different types of home loans. The interest rate

is the percentage of an amount of money which is paid for its use for a specified time, and the APR is the yearly percentage rate that expresses the total finance charge on a loan over its entire term. The APR includes the interest rate, fees, points, and mortgage insurance and is therefore a more complete measure of a loan's cost than the interest rate alone. However, the loan's interest rate, not its APR, is used to calculate the monthly principal and interest payment.

**TABLE 33**  
**INTEREST RATES 2021**

Conforming	Interest	APR
30-year fixed	3.125%	3.764%
15-year fixed	2.250%	2.797%
5-year adjustable rate	2.750%	3.448%

Source: [www.wellsfargo.com](http://www.wellsfargo.com), January 2021

Under the Home Mortgage Disclosure Act (HMDA), lending institutions must disclose information on the disposition of loan applications by the income, gender, and race of the applicants. This applies to all loan applications for home purchases and improvements, whether financed at market rate or through government assistance. The primary concern in a review of lending activity is to see whether home financing is generally available to all income groups in the community. Overall, home purchase activities were limited in Holtville and only 28 households applied for mortgage loans for homes in Holtville in 2019. Of those, 1 was for a government-backed loan. Of the 27 applications for conventional mortgage loans to purchase homes, approximately 68 percent were originated (approved by lenders and accepted by the applicants). The overall denial rate was 32 percent, which included one application denied by the government-backed loans.

Countywide in 2019, 771 households applied for conventional mortgage loans. Of those who applied, approximately 77 percent were originated. The overall denial rate for the county was 23 percent.

When this data was previously compared to Imperial County in 2014, the City of Holtville on average had a lower mortgage loan origination rate of 68 percent, a higher mortgage loan denial rate of 32 percent. In 2019, the average approval and denial rates were very similar for Holtville and the county; however, since there were only twenty-six applications for conventional loans for home purchases in Holtville, the sample size is likely too small to be statistically significant.

#### **Approval & Building Permit Timeframe**

The City of Holtville is constantly working on streamlining the approval process for new developments but project scale and cost plays a major role in slowing the process. Once a project has been approved, applicants with small scale projects typically submit a building permit within 1 to 3 months of the initial approval. This may take longer for larger projects since developers typically apply for government and/or local funding during this time which can delay the project for a year or more. An example of this is the Pine Crossing Apartments which was approved in June of 2020 and as of July 2021 is still submitting applications for funding.

### **B. Governmental Constraints**

Local policies and regulations can impact the price and availability of housing and, in particular, the provision of affordable housing. Unlike the previous nongovernmental constraints, land use controls, site improvement requirements, fees and exactions, permit processing procedures, and other factors may constrain the maintenance, development, and improvement of housing. This section discusses potential constraints as well as policies that encourage housing development in Holtville. Topics discussed in this section include the following:

- Land use controls
- Residential development standards
- Infrastructure improvements and public service constraints
- Development fees and exactions
- Development permit procedures
- Building permit procedures and code enforcement
- Public policy constraints

The City does not have any additional locally adopted ordinances that directly impact the cost and supply of residential development (e.g., short term rental ordinance, inclusionary requirements) beyond the topics discussed in the following sections.

#### **Land Use Controls and Development Standards**

The Land Use Element of the Holtville General Plan sets forth the policies that guide residential development in the city. The City last revised the General Plan, and Land Use Plan in 2017 with an update to the Land Use Policy Map in 2017. The residential designations and their corresponding densities (DU/A = dwelling unit per acre) include the following:

- Rural Residential (RR) – 0-2.0 DU/A
- Low-Density Residential (LDR) – 2.1-6.0 DU/A
- Medium-Density Residential (MDR) – 6.1-12.0 DU/A
- High-Density Residential (HDR) – 12.1-20.0 DU/A
- Residential Commercial Mixed-Use (RC) – 10.0-20.0 DU/A

The city's residential land use designations provide for the development of a wide range of housing types including single-family dwellings, mobile homes, manufactured housing, condominiums, and multi-family units at various densities, and includes mixed-use development (commercial/residential) for areas in the downtown. This is done to ensure that consistency with the City's General Plan, and therefore, the land use regulations are not considered a constraint to residential development. The Residential Commercial Mixed-Use designation allows for residential units in areas of downtown Holtville previously designated for commercial uses only. As this designation allows for a density of up to 20 units/acre, many more sites have become accessible for residential development and at a higher density than allowed elsewhere in the city. The City also allows density bonuses of up to twenty percent for affordable housing projects including those intended for low-income, extremely low-

income, and senior citizens housing. Developers have expressed interest in density bonuses but have not utilized density bonuses.

The Holtville Zoning Ordinance provides for the following residential districts:

- **RR-1 Low Density Rural Residential Zone:** The Low Density Rural Residential Zone is intended to provide for areas where the rural atmosphere can be maintained and where limited farming operations such as general crop farming, suburban horse ranchettes, and growing of orchards can be conducted. This zone is not intended to allow intense farming operations, feed lots or other uses that could create offensive odors or large amounts of dust or insects. Typical lot or parcel sizes for this zone are 5 acres to 20 acres, with lots/parcels in excess of 20 acres being more appropriate for agricultural uses. The numbers of large animals are restricted depending upon the size of the parcel.
- **RR-2 Medium Density Rural Residential Zone:** The Medium Density Rural Residential Zone is intended for rural areas adjacent to the developed land in the city where the land use patterns are in a state of transition from agricultural to urban uses. This zone provides for the development of “rural atmosphere” type land uses that allow for .5-acre to 5-acre lot sizes developed for principally residential uses. This zone would allow limited agricultural operations and would allow limited numbers of small and large animals, depending on the lot size.
- **R-1 Single-Family Residential Zone:** The Single-Family Residential Zone is intended to provide for the development of low density single-family homes on a small lot and the protection of these homes from incompatible uses.
- **R-2 Two-Family Zone:** The Two-Family Zone is to provide for the development of medium density duplexes and the protection of such residential units from incompatible uses.
- **R-3 Multi-Family Zone:** The Multi-Family Zone is intended for the development of apartments, condominiums, townhouses, or other group dwellings with provisions for adequate light, air open space, and landscaped areas.
- **R-4 Mobile Home Park Zone:** The Mobile Home Park Zone is intended to provide a zone that is applied only to mobile home parks to provide a satisfactory living environment for those living in mobile homes. This zone also applies to travel trailer parks and recreational vehicle parks under a conditional use permit.
- **RC Residential Commercial Mixed-Use Zone:** The intent of the Residential Commercial Mixed-Use Zone is to promote and protect a vital central business district and maximize the use of land in the area. The purpose of this zone is to provide for the development of higher density residential units in combination with commercial land use and protect the zone from incompatible uses.
- **Downtown A Zone:** The Downtown Code is intended to establish form-based development standards for downtown Holtville, in order to preserve the existing character of the area, with a focus on historic

preservation and pedestrian-orientation. The Downtown A Zone is the core district, and allows mixed commercial, retail, and residential uses oriented around Holt Park.

- **Downtown B Zone:** The Downtown B Zone applies to all downtown areas not covered by the Downtown A Zone. It is also intended to stimulate mixed uses, but allows more opportunities for infill and redevelopment, and well as larger building footprints. Retail and commercial are the predominant uses in this zone.

**TABLE 34**  
**RESIDENTIAL DEVELOPMENT STANDARDS**

	Lot Area Min. or Range (sq. ft.) per Dwelling Unit or Mobile Home Space	Setbacks			Building Bulk		
		Front Yard	Side Yard	Rear Yard	Max. Height	Max. Lot Coverage	Max. Density
RR-1 Single Family	5 acres	75'	15'	50'	35' <sup>1</sup>	10%	1 du/5 acres
RR-2 Single Family	21,780 SF	25'	10'	20'	35' <sup>2</sup>	50%	1 du/ 21,780 SF
R-1 Single Family	6,000 SF	20'	5'	20'	35' <sup>1</sup>	50%	1 du/6,000 SF
R-2 Two-Family	8,400 SF	20'	5'	20'	35' <sup>1</sup>	50%	1 du/8,400 SF
R-3 Multi-Family	1 acre	20'	10'	20'	35'	40%	20 du/acre
R-4 Mobile Home Park	5 acres	3'	3'	3'	15' <sup>3</sup>	--	1 space/5,000 SF
RC Residential/Commercial Mixed-Use	--	0'	0'	0'	35'	100%	20 du/acre <sup>4</sup>
D-A Downtown A Commercial/Mixed Use	--	5'	5'	0'	35'	100%	20 du/acre <sup>4</sup>
D-B Downtown B Commercial/Mixed Use	--	10' <sup>2,3</sup>	5'	20'	45'	100%	20 du/acre <sup>4</sup>

Source: City of Holtville 2015. Please refer to the City's Zoning Ordinance for specifics.

<sup>1</sup> Or 2 stories, whichever is less.

<sup>2</sup>Or 2 stories.

<sup>3</sup>Or 1 story.

<sup>4</sup> Or 10 du/acre when in combination with commercial development.

## Parking

The City's parking requirements vary according to the type of dwelling unit, as shown in Table 35. The number of bedrooms in the unit is the metric by which parking requirements are calculated for Single- and Multi- family units and for Rooming houses and lodging houses. Parking requirements for other types of dwelling units are calculated differently. Mobile Home Parks require one space per site, plus visitor parking. Nursing homes and convalescent homes require one space for every three beds and employee parking. State law is prescriptive when it comes to parking requirements for Accessory Dwelling Units.

Residential parking standards are not deemed to be a constraint to the development, improvement, and maintenance of housing. Required off-street parking spaces shall be located on the site with the use that they serve; however they cannot occupy the area of a site required for a front yard. Screening is required such that every parking facility abutting R-1 and R-2 property be separated from such property by a decorative wall, view-obscuring fence, or permanently maintained hedge not less than five feet nor more than six feet in height.

**TABLE 35**  
**RESIDENTIAL PARKING STANDARDS**

Type of Residential Development	Required Parking
Single- and Multi- Family	
One bedroom or studio	1.5 spaces/unit*
Two bedrooms	1.75 spaces/unit*
Three or more bedrooms	2 spaces/unit
Mobile Home Parks	1 space per site; plus on-street visitor space (varies by street width)
Nursing homes and convalescent homes	1 space/3 beds; plus 1 space for each employee on the largest shift
Rooming houses and lodging houses	1 space/rooming unit; plus 1 space/2 guest rooms

Source: City of Holtville, 2016

\* A full parking space shall be provided in each instance where a fractional space otherwise is required.

## Housing for Persons with Disabilities

Holtville complies with the land use requirements of the Lanterman Development Disabilities Service Act of the California Welfare and Institutions Code on housing for persons with disabilities. The state Lanterman Act declares that mentally and physically disabled persons are entitled to live in normal residential surroundings. The use of property for the care of six or fewer persons with disabilities is a residential use for the purpose of zoning. A state-authorized or -certified family care home, foster home, or group home serving six or fewer persons with disabilities or dependent or neglected children on a 24-hour-a-day basis is considered a residential use that is permitted in all residential zones. Under the Lanterman Act, small residential facilities for six or fewer persons must be treated as regular residential uses and permitted by right in all residential districts. The City revised its Zoning Ordinance

in 2001 to comply with this state law, and the City's land use policies and zoning provisions do not constrain the development of such housing. In addition, the City is in the process of updating its Zoning Ordinance concurrently with this Housing Element update to remove conditions or use restrictions for group homes (Program 18).

The City also allows residential retrofitting to increase the suitability of homes for persons with disabilities in compliance with accessibility requirements, and ensures that new housing developments comply with California building standards (Title 24 of the California Code of Regulations) and federal requirements for accessibility. The City does not impose special permit procedures or requirements that could impede the retrofitting of homes for accessibility. Requests for special structures or appurtenances (e.g., access ramps or lifts) needed by persons with physical disabilities are allowed without a variance or encroachment permit and are not considered structures subject to setback requirements. At this time, there are no implementation programs funded by the City to assist homeowners with this type of retrofitting.

The City of Holtville has not identified any zoning or other land use regulatory practices that could discriminate against persons with disabilities and impede the availability of such housing for these individuals. For example, the City does not restrict occupancy of unrelated individuals in group homes. Also, the City permits housing for special needs groups, including for individuals with disabilities, without regard to distances between such uses or the number of uses in any part of the city. In addition, the Land Use Element of the General Plan does not restrict the siting of special needs housing. The City is also in the process of updating its definition of family to state "one or more persons living together in a dwelling unit."

### **Emergency Shelters and Transitional and Supportive Housing**

Government Code Section 65583(a)(4) requires the identification of a zone or zones where emergency shelters are allowed as a permitted use without a conditional use or other discretionary permit. The City of Holtville's 2015 Zoning Ordinance allows by right transitional shelter care facilities in all residential zones.

Government Code Section 65583(c)(1) states: "As part of the analysis of available sites, a jurisdiction must include an analysis of zoning that encourages and facilitates a variety of housing types including emergency shelters and transitional housing." Chapter 633 of Statutes 2007 (Senate Bill 2) as per Health and Safety Code 50801(e) offers the following definitions for emergency shelters, transitional housing, and supportive housing:

- **Emergency Shelter:** Housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person. No individual or household may be denied emergency shelter because of an inability to pay.
- **Supportive Housing:** Housing with no limit on length of stay that is occupied by the target population and that is linked to on-site or off-site services which assist the supportive housing resident in retaining



the housing, improving his or her health status, and maximizing his or her ability to live and, when possible, work in the community.

- **Transitional Housing:** Buildings configured as rental housing developments, but operated under program requirements that require the termination of assistance and recirculating of the assisted unit to another eligible program recipient at a predetermined future point in time that shall be no less than six months from the beginning of the assistance.

Although group care facilities, including social rehabilitation facilities and transitional care facilities serving six or fewer persons, are allowed in all residential zones by right, Holtville’s Zoning Ordinance does not specifically identify “emergency shelters” and “supportive housing” as a specified use. The City revised its Zoning Ordinance to allow emergency shelters in the R-2 (Two-Family Zone) and the R-3 (Multifamily Zone) by right and updated its definitions of transitional and supportive housing to permit these as allowed uses only subject to the same standards of the same housing type within the same zone.

According to the Vacant Residential Site Inventory prepared under the 2018 Housing Element and updated for this Housing Element (see Section IV, Housing Opportunities), approximately 2.26 acres are vacant in the R-2 zone and can be utilized for developing a year-round emergency shelter. Sites with an R-2 zoning are typically best served by public services and facilities, including transportation.

### **Single-Room Occupancy Units**

The state recognizes the importance of single-room occupancy (SRO) units as a valuable form of affordable private housing for lower-income individuals, seniors, and persons with disabilities. SROs are typically a minimum of 250 square feet in size and include a kitchen and bathroom. The City allows SROs by right in the Downtown B zone.

### **Infrastructure Improvements and Public Service Constraints**

Another factor adding to the cost of new construction is the cost of providing adequate infrastructure—major and local streets; curb, gutters, and sidewalks; water and sewer lines; and street lighting—which are required to be built or installed in new development. The City has adopted development standards that are typical and are not considered excessive or a constraint on housing development.

There is concern in the community about whether the City’s infrastructure will accommodate projected new growth. Water and wastewater capacity is a primary concern, but other infrastructure and service concerns include local school capacities and adequate law enforcement services. These issues are periodically analyzed as part of the City’s Service Area Plan/Municipal Service Review (SAP), the City’s Capital Improvement Program, or as project-specific demands arise with new development.

Due to the lack of developable sites within the incorporated city limits, as new development is proposed outside the city limits but within the City’s sphere of influence, off-site improvements are typically absent and developers bear the responsibility of providing the necessary public infrastructure.

While these infrastructure improvements may add to the cost of housing development, they are typical improvements needed for most developments throughout the region and should not constrain housing development in Holtville.

### **Roadways**

According to the 2017 City of Holtville Adopted Service Area Plan /Municipal Service Review (SAP), the existing street system is considered to be adequate based on the traditional Level of Service (LOS) traffic engineering methodology.

A local residential street for access into individual properties would require a 60-foot right-of-way for curb, sidewalk, parking lanes on both sides, and two travel lanes. A collector street that might be adjacent to a residential development would require a 70-foot right-of-way to accommodate the same improvements in addition to a turn lane. It should further be noted that developers are responsible for all on-site improvements and half-width improvements on adjacent roadways under most situations. These public improvements are typically dedicated to the City, which is then responsible for their continued operation and maintenance. The cost of these facilities is borne by the developer, added to the cost of new housing units, and eventually passed onto the homebuyer or property owner. These development standards are typical and are not considered excessive or a constraint on housing development.

### **Sewer Facilities**

Currently there is sufficient sewer capacity to accommodate the 2021–2029 RHNA goals. According to the 2017 City of Holtville Adopted Service Area Plan /Municipal Service Review (SAP), the Holtville wastewater treatment plant has sufficient design capacity. It is receiving 560,000 gallons per day of wastewater flow, while the capacity is 850,000 gallons per day. (A recent sewer collection replacement project has resulted in a substantial decrease to flows to just below 500,000 gallons by eliminating infiltration along several agricultural drains).

According to the SAP, the City's existing sewer collection system serves its entire residential, commercial and industrial population base within the City Limits and a small residential customer base within the City's SOI. Since the majority of the collection system is approximately 60 to 70 years old, the City should anticipate repair/replacement of these facilities due to normal deterioration. The ongoing citywide replacement/rehabilitation program will continue to provide system reliability.

The City owns and operates two (2) sewage pump stations (Sixth Street and Ninth Street). The sanitary sewer pump stations accept flow from several small portions of the wastewater collection system. The pump stations direct the wastewater flow through force mains to gravity flow branch and collector pipelines of the Holtville sewer collection system. The Ninth Street Pump Station is considered to be in satisfactory condition for continued service through the Year 2015. The Sixth Street pump station wet well is in poor condition. It shall be necessary to replace the Sixth Street pump station within the next 5-year period. Projected wastewater flows for Year 2035 demand are estimated at 0.87 mgd.

### **Water Facilities**

According to the 2017 City of Holtville Adopted Service Area Plan /Municipal Service Review (SAP) the existing City water system provides water to its customers by a means of approximately 1,500 service connections through one (1) pressure zone. The City operates one (1) water treatment plant to produce an average daily flow of between 1.7 million gallons and 1.9 million gallons of potable water per day. The City has plans for the construction of 37,040 lineal feet of distribution pipeline in the City's northern sphere of influence. This project was identified in the Water Master Plan and additional recommended improvements from the Water Master Plan will be approved by the City as needed to accommodate future growth.

Year 2030 demand for water is expected to amount to approximately 0.93 MGD for residential land uses and approximately 0.46 MGD for non-residential uses, for a total of approximately 1.4 MGD. The total projected water demand for the year 2030 is directly proportional to projected increases in population and commercial development because it is based on the SCAG estimated 2030 population. The SAP identifies numerous deficiencies and improvements to the City's Transmission and Distribution System; Cast Iron Piping; Aged Pipelines, Water Valves, and Fire Hydrants, and Water Holding Ponds. However, according to the SAP, no deficiencies or improvements are identified for the City's Water Treatment Plant. Proposed improvements to the water treatment plant will be implemented when the average daily flow at the treatment plant exceeds 80 percent of the peak design flow of 3.15 MGD at the treatment plant. An upgraded treatment plant will be capable of treating up to 6.0 MGD.

To comply with Senate Bill (SB) 1087, the City will immediately forward its adopted Housing Element to its water and wastewater providers so they can grant priority for service allocations to proposed developments that include units affordable to lower-income households.

The City currently has sufficient water capacity to meet its 2021-2029 Regional Housing Need Allocation.

### **Fire and Emergency Services**

The City of Holtville General Plan stated that the City operates the Holtville Fire Department (HFD), which provides fire response, suppression, prevention, and investigation; emergency medical response and advanced life support; community disaster preparedness; hazardous materials response and mitigation; confined space rescue services; and water rescue services within the city boundaries as well as to surrounding jurisdictions pursuant to a mutual aid agreement. The HFD operates out of two buildings: the main station located at 585 Fern Avenue, which it shares with the Imperial County Sheriff's Office, which provides contract police services to the City and at 541 Fern Avenue. The three full-time firefighters currently employed by HFD assume three 24-hour rotating shifts, thus providing only one full-time firefighter at the station at all times. Therefore, up to two paid-call firefighters must respond to a call, depending on whether it's a medical or fire emergency. Equipment used by the HFD includes two city owned fire engines, two city owned utility pickup trucks, one county owned fire engine, one rescue squad vehicle, and a contract ambulance service located at 540 Pine Avenue for medical emergency response.

HFD standards are stated in terms of average response times to calls for fire and medical emergencies. The adopted response time for daylight paid-call personnel is five minutes or less. All medical units shall respond with at least two personnel at all times; all fire units shall respond with at least three personnel at all times. Response time is directly related to location of the station and the availability of responding personnel who are trained to handle the call. Generally, paid-call personnel, although trained, take longer to respond than full-time personnel already at the station when a call arrives.

The HFD maintains emergency call response data as a way of assessing its performance in meeting the response time standards indicated above. Response times that exceed the standard may indicate various constraints that impede the ability to improve fire and emergency services. Two of the most likely impediments are: the geographic distribution of call locations relative to the station; and long communication and dispatch time from the moment a call is received, the alarm is sounded, and paid-call firefighters are contacted and arrive at the scene or station, whichever is the practice. A trend toward higher response times indicates that one or more constraints is having an increased negative impact on response times. If the current lower full-time firefighter standard is acceptable, then the location and capacity of the two fire facilities should adequately serve the community beyond the 2035 planning horizon. One reason is that the forecast growth is not expected to extend much beyond the current City limits. Another reason is that the additional service population may be served at the current standard by adding only 1 full-time firefighter and 3 paid-call firefighters. The additional full-time firefighter would require living space, which is currently available in current station. This will not place any constraint to on development.

### **Flooding**

Chapter 17.42 of the Holtville Municipal Code contains the City's Floodplain Management regulations for the mitigation of flood hazards, to minimize property damage and health and safety hazards. Flood-prone areas are in a wide band on either side of the Alamo River and in the eastern portion of the city. Most of the potential flood areas around the Alamo River are designated for open space park uses; however, new development could potentially be located within a flood plain susceptible to a 100-year flood event.

Holtville has been studying the feasibility of participating in the National Flood Insurance Program, which is administered by the Federal Emergency Management Agency (FEMA). The program provides federal flood insurance and federally financed loans for property owners in flood-prone areas. To qualify for federal flood insurance, the City must identify flood hazard areas and implement a system of protective controls. The City continues to identify and evaluate hazardous flood locations and inform the public and developers proposing projects within these areas. In addition, in coordination with emergency service providers and the Holtville Unified School District, the City promotes programs that educate the public about flood hazards and methods to reduce the risk of flood losses. New projects are also required to include some form of flood management in order to prevent flood damage to the property and surrounding properties during major storm events.

### **Stormwater and Drainage Facilities**

According to the 2017 City of Holtville Adopted Service Area Plan /Municipal Service Review (SAP), the great majority of Holtville's runoff from rainfall is captured in street gutters and conducted through a network of open and enclosed concrete or earthen channels to be discharged into the Alamo River at a number of locations. The SAP identifies numerous deficiencies with the City's stormwater conveyance system. A preliminary engineering report identified the need for a large retention basin to prevent flooding. Projects such as stormwater conveyance system and retention basin improvements, and the development of a Stormwater Master Plan is recommended to meet the anticipated demand in 2030.. The SAP also recommends requiring the installation of drainage facilities in future development prior to occupancy in order to protect against flood damage in areas outside of the incorporated City but inside of the Sphere of Influence.

### **Development Fees and Exactions**

Impact fees, which are typically assessed on a per-unit basis, are often required to fund the cost of infrastructure and other public facilities that serve new housing developments. These fees may be on top of the off-site improvement requirements and for the City of Holtville are largely tied to major capital improvement projects such as the potable water treatment plant or the wastewater treatment plant. Like most jurisdictions, the City of Holtville charges a variety of fees to cover the cost of processing permits and exactions to cover the costs of providing these necessary services and facilities. In general, these fees can be a constraint on housing development if they are excessive. Excessive fees can limit market-rate affordability because the additional cost borne by developers is simply passed on to potential borrowers and contributes to the overall increased housing unit cost.

Impact fee nexus studies are required prior to the adoption of development impact fees. These studies are prepared to ensure that any adopted fees are reasonable and necessary to maintain adequate planning services and other public services and facilities in the community. Typically the reports are reviewed annually to ensure the adequacy and appropriateness of the capital improvements needed.

The current impact fee schedule for the construction of single-family and multi-family homes in the City of Holtville is comparable with the fee schedules for surrounding jurisdictions and significantly lower if water and sewer impact fees are discounted. The applicable fees are displayed in **Table 36 – Development Impact Fees for the City of Holtville and Surrounding Jurisdictions**.

The adopted fees are collected for fire protection and emergency services, police protection services, operation and maintenance of public parks, and public administration. The amount collected for these services is only \$527.00 per each single-family dwelling constructed and even less per multi-family units. Potable water services and wastewater collection and treatment services are also collected on a per unit basis. These costs are substantially higher at approximately \$5,000 per each single-family dwelling constructed and about half of that for each multi-family unit

In 2005, the City of Holtville significantly raised the sewer and water capacity fees previously set in 1973. This was in response to growth projections and the expected cost of infrastructure upgrades. The predicted increase in population did not materialize and the bulk of the infrastructure upgrades were

completed (or are about to be completed), at a significantly subsidized rate. The infrastructure upgrades included a second water storage tank, the Outfall Main replacement project, and the Wastewater Treatment Plant upgrade. After comments from developers, the City completed a comparison of development fees charged by other cities in Imperial County. That comparison showed that Holtville's fees are more than reasonable for most categories, but right at the top for sewer and water.

**TABLE 36**  
**DEVELOPMENT IMPACT FEES FOR**  
**THE CITY OF HOLTVILLE AND SURROUNDING JURISDICTIONS**

	Holtville <sup>1</sup>	Imperial <sup>3</sup>	El Centro <sup>4</sup>	Brawley <sup>5</sup>	Calexico <sup>6</sup>
<b>Single-Family Per Unit</b>					
Fees-(excluding sewer /water)	\$527	\$2,895.59	\$3,932	\$3,978.81	\$5,344
Water	\$2,450 <sup>2</sup>	\$2,213.78	\$2,000	\$7,914	\$3,707
Sewer	\$2,444 <sup>2</sup>	\$1,844.82	\$2,000	\$6,451	\$2,884
<b>Total Impact Fees (Single-Family)</b>	<b>\$5,421</b>	<b>\$6,954.19</b>	<b>\$7,932</b>	<b>\$18,343.81</b>	<b>\$11,935</b>
<b>Multi-Family Per Unit</b>					
Fees-(excluding sewer/water)	\$372	\$2,615.16	\$2,810	\$2,869.68	\$4,591
Water	\$1,319 <sup>2</sup>	\$2,213.78	\$2,000	\$7,537	\$3,185
Sewer	\$1,324 <sup>2</sup>	\$1,844.82	\$2,000	\$6,114	\$2,478
<b>Total Impact Fees (Multi-Family)</b>	<b>\$3,015</b>	<b>\$6,673.76</b>	<b>\$6,810</b>	<b>\$16,520.68</b>	<b>\$10,254</b>

<sup>1</sup>City of Holtville 2021.

<sup>2</sup>SFR exempt from all but water and wastewater fees when only one dwelling unit, to be occupied by owner, on a single lot, is being constructed. Temporarily reduced per Resolution 18-26 - Approved July 23, 2018 (sunset after June 30, 2021)

<sup>3</sup>City of Imperial 2021, fees effective 2018.

<sup>4</sup>City of El Centro 2021, fees effective 2006. Fees vary depending on number of bedrooms; fees for a three-bedroom single-family home and a three-bedroom multi-family home are listed here.

<sup>5</sup>City of Brawley 2021, fees effective April 2011. Water and sewer fees vary depending on meter size; single-family and multi-family home are listed.

<sup>6</sup>City of Calexico 2021, fees effective as of January 01, 2008

According to the Administrative Assistant's Office at Holtville Unified School District, current developer fees for residential developments are \$4.08 per square foot and .66 cents for commercial. All schools in the city of Holtville are under the Holtville Unified School District.

It should further be noted that local development is subject to additional Development Impact Fees by the County of Imperial as it too faces concerns with aging infrastructure particularly in the regional street system. Although Imperial County has its own impact fees established for development within unincorporated areas, development of recently annexed territory into the City of Holtville (or any other

jurisdiction) or in vacant land proposed for annexation and development into the City of Holtville is further subject to Countywide fees imposed by the County of Imperial. Imperial County prepared a Development Impact Fee Study in 2006 in which it was determined that the County of Imperial provides essential services to residents countywide that are attributed to public facilities and infrastructure services. Fees are collected countywide to fund the provision of services, grouped by categories: Sheriff, General Government, Fire, Parks and Recreation, Public Works and Library Service District.

The County of Imperial Development Impact Fees are displayed in **Table 37 – Development Impact Fees for Areas Annexed into Holtville**. The City of Holtville has an agreement with the County of Imperial to collect these fees from annexed territories prior to the issuance of a building permit.

**TABLE 37**  
**DEVELOPMENT IMPACT FEES**  
**FOR AREAS ANNEXED INTO HOLTVILLE**

Land Use	City of Holtville Development Impact Fees (incorporated areas)	County of Imperial Development Impact Fees (annexed territory)	Total Development Impact Fees (annexed Development)
Single Family Unit	\$5,421	\$1,349	\$6,770
Multi-family Unit	\$3,015	\$1,057	\$4,072
Mobile Home Unit	\$4,287	\$906	\$5,193

*Source: City of Holtville 2015 Fee Schedule, Imperial County Municipal Code 4.32.070*

### Planning Fees and Environmental Constraints

In addition to development impact fees, residential projects in the City of Holtville are also subject to Planning Department administration/processing (“planning”) and environmental fees and Engineering “Plan Check” Fees. These fees vary widely with each residential project as they result from numerous variables, such as the type of entitlements requested by the developer, the level of environmental evaluation (e.g., exemption, negative declaration, mitigated negative declaration [MND], or environmental impact report [EIR]), or the number of acres and units proposed for development. For example, new residential projects on a single lot and not subject to a zone change or general plan amendment may incur no planning or environmental fees. Alternatively, a residential project on 50 acres with 300 lots which requires the processing of a subdivision map, zone change, general plan amendment, annexation, and EIR will incur substantial fees that may in turn become a constraint on affordability; for example, environmental studies (e.g., air quality assessment, traffic study, biological study, or noise study) can range from \$10,000 to \$25,000 and/or can result in EIRs that can cost well over \$100,000, often with findings that could require mitigation measures adding to the overall project cost.

All projects requiring environmental work require a minimum initial deposit payment that can be as low as \$1,000 for an ND or as high as \$15,000 for an EIR. Fees are at cost and may necessitate



additional deposits. Costs per lot are based on “economies of scale”: the addition of more lots (an increase in overall density) would result in a lower fee per unit. However, even with an additional \$100,000 in project environmental fees, the City’s planning and environmental per unit fee for the same project would amount to less than \$1,000.

Offsite improvement plans with an associated development project are subject to administrative review by a City engineer. Engineering plan check fees require a \$10,000 deposit. The fee for the engineering plan check is 3% of the project cost. See **Table 38 – Planning Fees** for a list of planning and environmental fees for the City of Holtville.

**TABLE 38  
PLANNING FEES**

PROJECT	FEE	DEPOSIT
Minor Zone Variance-all ROW encroachments & project valuations less than \$100,000.00	\$300.00	\$1,000.00
Major Zone Variance-includes project valuations greater than \$100,000.00	\$300.00	\$5,000.00
Minor Conditional Use-all secondary dwelling units & project valuations less than \$100,000.00 <sup>1</sup>	\$250.00	\$1,000.00
Major Conditional Use-project valuations greater than \$100,000.00	\$350.00	\$5,000.00
Zone Change and Pre-Zone	\$500.00 + \$5.00 per acre	\$5,000.00
General Plan Amendment	\$750.00 + \$5.00 per acre	\$5,000.00
Environmental Review-CEQA Initial Study with Negative Declaration	\$300.00	\$1,000.00
Environmental Review-CEQA Initial Study with Mitigated Negative Declaration	\$350.00	\$15,000.00
Environmental Review-CEQA Initial Study with EIR	\$500.00	\$15,000.00
Tentative Parcel Map (minor subdivision=less than 4 lots)	\$550.00 + \$10.00 per acre	\$5,000.00
Tentative Subdivision Map (major subdivision=5 or more lots)	\$800.00 + \$10.00 per lot	\$15,000.00
Revised Tentative Parcel Map (minor)	\$350.00	N/A
Revised Tentative Subdivision map (major)	\$450.00	N/A
Final Parcel Map (Waiver) (4 or less lots)	\$175.00	\$1,000.00
Final Subdivision Map (5 or more lots)	\$250.00	\$5,000.00
Lot Line Adjustment	\$175.00	\$1,000.00
Site Plan Review/Plan Check (Building)	\$300.00	N/A
Time Extension	\$115.00	N/A
Planning Commission Appeal to City Council	\$120.00	N/A
Street Alley Vacation	\$175.00	\$1,000.00
Condominium Conversion	\$300.00	\$5,000.00
Home Occupation Permit	\$75.00	N/A
Signs	\$60.00	N/A
Permit to Perform Work (structure, signs, fences, etc.)	\$22.00	N/A
Annexations	\$500.00 per acre	\$15,000.00
Off-Site Improvements: City Engineer Review & Public Works	3% of project cost	\$10,000.00



PROJECT	FEE	DEPOSIT
Encroachment	\$75.00	N/A
Source: City of Holtville,	2009	Fee Schedule

The County of Imperial Air Pollution Control District collects an Operational Development Fee of \$576.00 for each single-family residential dwelling unit and \$439.00 for each multi-family dwelling unit constructed in Imperial County unless acceptable pollution mitigation measures are incorporated into the project.

### Environmental Justice

The State of California defines Environmental Justice as the “fair treatment and meaningful involvement of people of all races, cultures, incomes, and national origins with respect to the development, adoption, implementation, and enforcement of laws, regulations, and policies,” California Government Code section 65040.12(e). This goal will be achieved when everyone has the same degree of protection from environmental and health hazards, and equal access to the decision-making process to have a healthy environment to live, learn, and work. The City of Holtville regularly encourages residents throughout the community to provide meaningful involvement by helping make informed decisions and take positive actions to provide the much-needed environmental justice for themselves.

### Total Development Costs

A review was conducted of all building permits issued within the past five years for all new residential construction. There was minimal housing development, a total of 43 new single-family homes were constructed in the City of Holtville. Construction costs vary and are determined by the type of development and amenities (i.e. swimming pools & fireplaces) the new home will feature. Housing sizes varied from 1,835 square feet to 10,430 square feet. The typical home built in Holtville is 2,087 square feet with a total development cost of \$295,501.32. The \$5,421 development impact fee accounts for 1.8% of the total development cost.

### Development Permit Procedures

Development review and permit procedures are necessary steps to ensure that residential construction proceeds in an orderly manner. However, the time and cost of permit processing and review can be a constraint to housing development if they place an undue burden on the developer. The following discussion outlines the level of review required for various permits and timelines associated with those reviews.

The City of Holtville has a pre-application early consultation process for development projects to ensure that the developer understands all the City requirements. Applicants/developers are responsible for submitting preliminary design concepts and copies of any tentative subdivision map or

site plan to the City prior to the pre-application meeting. The City Planner, City Engineer, Fire Chief, Public Works Director, and City Manager are typically available for these meetings. At the meeting, City staff members discuss any of their concerns with the applicant and provide the applicant with necessary materials to avoid any misunderstandings or unnecessary delays. From the date a pre-application meeting is requested, the City can schedule a meeting within two weeks.

Following the pre-application meeting, the next submittal to the City is the filing of the City's Uniform Application, along with all the required supplementary materials. If special studies are needed, such as traffic impact studies, biological studies, or hydrology studies, they must be submitted at this time in order to deem an application complete. Once the City deems the application complete, the City begins its environmental review process. When the environmental process is complete, it follows the strict California Environmental Quality Act (CEQA) Guidelines for completion and review. The City places the project on the Planning Commission's and the City Council's agendas. If certain discretionary permits such as a variance from the adopted development standards is being requested because the project applicant is unable or unwilling to meet all of the development standards, or the use requires a conditional use permit, a meeting before the City's Project Review Committee (PRC) may be scheduled. PRC consultation enables the developer to address potential issues as early in the process as possible.

From the time the application is deemed complete, the entire process takes approximately three to eight weeks for projects within the incorporated city limits and approximately six months for projects with a concurrent annexation. Holtville's development review process is therefore essentially streamlined and would not normally impede new residential construction. Permit processing that conforms to the adopted zoning and development standards are reviewed and processed at the staff level. The permit procedures are not onerous given the city's small size and limited development activities, and do not constrain the development or improvement or housing.

### **Conditional Use Permit Process**

The Holtville Planning Department collaborates with the City's Planning Commission and reviews land use applications for actions such as zoning changes, conditional use permits (CUP), business and residential developments. Many uses in the zoning code are designated as requiring a CUP because these types of development have inherent qualities or characteristics which, unless provided for, would cause such uses to be incompatible or inharmonious with adjacent or nearby permitted uses. The intent of providing a procedure for evaluating CUP applications is to give the planning commission an opportunity to modify proposed uses to be more compatible and harmonious with adjacent uses. In granting a conditional use permit, the planning commission may allow deviations from the yard, wall and fence, height and lot size regulations of the zone. This flexibility is intended to provide necessary means by which certain land uses can be designed and arranged in accord with existing conditions of the neighborhood, site, topographic and street conditions, as well as the use of various design concepts. The procedure for obtaining a CUP is found in Chapter 17.60 of the zoning code and is summarized below.

### **Steps to obtaining a CUP**

1. Application: Using forms provided by the city clerk, a property owner or their authorized agent provides relevant information about the project, along with a drawing or plot plan, drawn to scale and showing the lot and building site or sites, the proposed locations of the building or buildings on the lot, accurate dimensions of the buildings, of the yards and of the lots, and such other information. Environmental documentation prepared in accordance with regulations of the city and California Environmental Quality Act (CEQA) must also be submitted with this application. If an application is deemed incomplete by the city clerk, it is returned to the applicant.
2. Filing fee: A filing fee is charged and collected by the city clerk for a CUP application and environmental review process. Fee amounts are listed in **Table 37 – Development Impact Fees for Areas Annexed Into Holtville**, above.
3. Public notice and planning commission hearing: After the city clerk has received a complete application, they place the matter on the planning commission's agenda for public hearing not more than 30 days later. Notice of public hearing is given either by mail to nearby residents or by publication in a newspaper and a conspicuous posting on or near the property.
4. Planning commission consideration and findings: During the public hearing, the planning commission will either approve, conditionally approve, or deny the conditional use permit application. For an approval, at least a majority of commissioners must find the following:
  - a. The site and the circulation system serving the site are adequate for the proposed use;
  - b. There will be no adverse effect on abutting property;

Conditions are stated in the decision to protect public health, safety and general welfare. In addition to any special conditions, the following general conditions are required:

- a. Use and occupancy permits are contingent upon fulfilling all conditions;
  - b. Special conditions constitute binding restrictions running with the land, which applicants must consent to in writing and have recorded by the recorder of Imperial County.
5. Appeal – Procedure: a written appeal may be taken to the city council by the applicant for conditional use permit or by any person, firm, corporation, group or association owning real property within 300 feet of conditional use applicant's property, aggrieved or affected by the decision of the planning commission with respect to any applicant. The following requirements apply:
    - a. Appeals must be filed within 10 days from the date of action by the planning commission or from the expiration of the 30-day period.
    - b. Appeals must specifically state grounds for appeal and how the planning commission failed to conform to regulations.
    - c. A fee is required with an appeal.
    - d. The city clerk must provide the building inspector with a copy of the appeal. The building inspector must inspect the appeal for defects and validate said appeal within 48 hours of receipt.

6. Appeal – Decision: By a majority vote, the city council may by resolution reverse or affirm, wholly or in part, or may modify any decision, determination or requirement of the planning commission, as long as the matter is addressed at a properly noticed hearing and a written finding of fact is made, stating where the planning commission’s findings were in error.
7. Revocation: A conditional use permit may be revoked by the planning commission, rendering all rights granted by the CUP null. Notice of intention to revoke must be mailed to applicants. Applicants have the opportunity to appeal the decision. Revocations may be made for one or more of these reasons:
  - a. Noncompliance with required conditions;
  - b. Circumstances surrounding the CUP have substantially changed;
  - c. Expiration of established time limits for either development or continuation of a use.

The City does not see the CUP process as a constraint to development but has included Program 20 to annually monitor the process and amend as necessary.

**TABLE 39**  
**APPROVAL OR PERMIT REQUIRED FOR RESIDENTIAL USES BY ZONING DISTRICT**

Residential Use	ZONE								
	RR-1	RR-2	R-1	R-2	R-3	R-4	RC	Down-town A <sup>1</sup>	Down-town B <sup>1</sup>
Single-Family	P, SP	P, SP	P, SP	P, SP	P, SP	X	CUP, IS, SP	X	CUP
Two-Family	X	X	X	P, IS	P, IS, SP	CUP, IS, SP	CUP, IS	X	X
Multiple Housing Units	X	X	X	X	P, IS, SP	CUP, IS, SP	CUP, IS, SP	CUP	CUP
Residential Care ≤6P	P, SP	P, SP	P, SP	P, SP	P, SP	P, SP	CUP, IS, SP	X	X
Residential Care >6P	X	X	X	P, IS	P, IS	X	CUP, IS, SP	X	X
Transitional Housing	P, SP	P, SP	P, SP	P, SP	P, SP	P, SP	CUP, IS, SP	CUP, IS, SP	CUP, IS, SP
Emergency Shelter	X	X	X	P, SP	P, SP	X	CUP, IS, SP	X	X
Manufactured Homes	P, SP	P, SP	P, SP	P, SP	P, SP	P, SP	CUP, IS, SP	X	X
Mobile Homes	P, SP	P, SP	P, SP	P, SP	P, SP	P, SP	CUP, IS, SP	X	X
Farmworker Housing	P, SP	P, SP	P, SP	P, SP	P, SP	X	P, SP	X	X
Supportive Housing	P, SP	P, SP	P, SP	P, SP	P, SP	CUP, IS, SP	CUP, IS, SP	CUP, IS, SP	CUP, IS, SP
2 <sup>nd</sup> Unit	P, SP	P, SP	P, SP	P, SP	P, SP	P, SP	CUP, IS, SP	X	X
SRO	X	X	X	X	X	X	X	X	P

Source: City of Holtville, 2021

X= Not Permitted (would require a zone change and possibly a general plan amendment), P=Permitted, CUP=Conditional Use, IS=Initial Study, SP=Site Plan

<sup>1</sup> Mixed use is permitted

### **Site Plan Review Process**

The construction of a new home, along with other development, requires a Site Plan Review process by the City of Holtville. The developer must submit applicable Permit Applications and pay all fees as determined by the type of project. Once the City receives all applications and fees, the City may begin the review process. Should the development be located within the Downtown Zone of the City, a design review must be conducted by the Planning Commission. All other site plans are reviewed at a ministerial level and done concurrently with the building permit review. Setbacks, building height, and lot coverage are checked during the site plan review process. The process can take up to ten business days but is typically completed within two business days. The review is coordinated with the building plan check process to streamline the review and to minimize the amount of processing time.

### **Building Permit Procedures and Code Enforcement**

The City implements Title 24 provisions of the most current (2019) California Building Code for the city, which includes the California Plumbing Code, California Mechanical Code, California Electric Code, California Fire Code, California Energy Code and California Green Building Standards. The City also implements the 2019 Building Energy Efficiency Standards, 1997 Uniform Code for the Abatement of Dangerous Buildings. There are no local amendments which impact the implementation of building permits. The typical single-family home takes up to two weeks from receipt of application to issuance of a building permit. It may take another two to three weeks for the property owner to begin construction. Multi-family homes may take up to three weeks or more to review and process due their complexity, but construction typically occurs immediately after the issuance of building permits. The City allows the deferral of submittals such as energy calculations, fire suppression plans, and roof truss reports to enable the developer in submitting permit application earlier and speeding up the overall process.

While adding to the cost of residential development, enforcement of the California Building Code is necessary to ensure the safety of current and future residents of Holtville and therefore is not considered an unreasonable constraint on housing production.

Due to the increasing number of aging units, many of the units no longer conform to the new building code standards. There may be instances when severe neglect and deficiencies pose a serious safety concern.

### **Public Policy Constraints**

Certain state and federal requirements may act as a barrier to the development or rehabilitation of housing, and housing affordability in particular. These include state prevailing wage requirements and Article 34 of the California State Constitution.

***State Prevailing Wage Requirements-*** The California Department of Industrial Relations has recently expanded the types of projects that require the payment of prevailing wages. Labor Code Section 1720,

which applies prevailing wage rates to public works projects of over \$1,000, now defines public works to mean construction, alteration, installation, demolition, or repair work done under contract and paid for in whole or in part out of public funds. A public transfer of an asset for less than fair market value, such as a land write-down, would now be construed to be paid for in part out of public funds and trigger prevailing wage requirements on any construction, alteration, installation, demolition, or repair work.

While the cost differential in prevailing and standard wages varies based on the skill level of the occupation, prevailing wages tend to add to the overall cost of development at an average minimum of 20 percent; but for areas in Imperial County where the industry wage rates are low to begin with, the cost difference can be as high as 40 percent to 50 percent. In the case of affordable housing projects, prevailing wage requirements could effectively reduce the number of affordable units that can be achieved with public subsidies. The following types of projects are not, however, required to pay prevailing wages:

- Residential projects financed through issuance of bonds that receive an allocation through the state.
- Single-family projects financed through issuance of qualified mortgage revenue bonds or mortgage credit certificates.

***Environmental Protection-*** State regulations require environmental review of proposed discretionary projects (e.g. subdivision maps, conditional use permits) through the CEQA Guidelines. Costs resulting from fees charged by local government and private consultants to complete the environmental analysis, and from delays caused by the mandated public review periods, are added to the costs of housing and eventually passed on to the consumer.

The presence of these regulations, however, helps preserve the environment and ensure environmental safety in the community.

## IV. AFFIRMATIVELY FURTHERING FAIR HOUSING

All Housing Elements due on or after January 1, 2021 must contain an Assessment of Fair Housing (AFH) consistent with the core elements of the analysis required by the federal Affirmatively Further Fair Housing Final Rule of July 16, 2015. Under State law, affirmatively further fair housing means “taking meaningful actions, in addition to combatting discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. These characteristics can include, but are not limited to race, religion, sex, marital status, ancestry, national origin, color, familial status, or disability.

### A. Outreach

As part of the Housing Element Update, the City of Holtville held public workshops and study sessions to receive input from the local community. These workshops were held in person and broadcasted via a zoom call for residents that are not able to attend the sessions in person. A notice for each workshop was posted on the local newspaper and on the doors of city hall. Furthermore, residents are given the opportunity to provide comments via mail or email. While the no comments relating to Affirmatively Furthering Fair Housing (AFFH) was received, demographic and economic data suggests there are a fair number of housing issues within the city.

### B. Assessment of Fair Housing

#### Integration or Segregation Patterns

The SCAG Regional Data Platform (RDP) was created by Southern California Association of Governments (SCAG) along with ten member agencies from across the region to provide a modern system for holistic planning across the region, fostering a more sustainable and equitable future for Southern California. The platform is an online tool for SCAG and local jurisdictions to access data necessary for local general plan development and general decision making by monitoring transportation, land development trends, housing and economic growth, and sustainability conditions. The platform also features a data-driven collaboration hub for local jurisdictions to engage with stakeholders for individual projects, such as local and regional land use planning, active transportation planning, greenhouse gas reduction strategies and development impact assessments. The platform was utilized to analyze the city’s demographic data mainly focusing on racial disparities that may have an impact of obtaining fair housing.

The Dissimilarity Index is the most commonly used measure of segregation between two groups, reflecting their relative distributions across a general area. The index score can range in value from 0 percent, indicating complete integration, to 100 percent, indicating complete segregation. An Index number above 60 is considered to show high similarity and a segregated community. According to the SCAG RDP, the City of Holtville has a dissimilarity index score of 70 meaning that the city has alarmingly high similarity and segregation. This can be attributed to Holtville’s low number of minority groups as shown on **Table 40** below. According to RDP, in 2010, the City of Holtville had a total of 1,799 occupied

households. Of those 1,799 only 615 of those households were occupied by minority groups which were Black/African American (11), American Indian/Alaskan Native (9), Asian (17), Pacific Islander (2), and Other Race (576). The low number of minority occupied households in 2010 can be attributed to Holtville's low minority population of 1,395 (23.9 percent) in 2010 as seen on Table 40. While the total number of minorities in Holtville grew by 2019, they make up only 21.7% of the entire population. This indicates that Holtville's diversity has slightly diminished over the last ten years. The low number of minority groups can be attributed to the lack of affordable housing and support provided by the City of Holtville.

**TABLE 40**  
**CITY OF HOLTVILLE MINORITY POPULATION 2010 & 2019**

Race/Ethnicity	2010		2020	
	Number of Persons	Percentage of Population	Number of Persons	Percentage of Population
White	4,440	76.1%	4,789	73.3%
Black/African American	0	0%	47	0.7%
American Indian/Alaska Native	270	4.6%	0	0.0%
Asian	137	2.3%	120	1.8%
Native Hawaiian/Pacific Islander	88	1.5%	0	0.0%
Some other race	900	15.4%	1,247	19.1%
Total Minority Population	1,395	23.9%	1,414	21.7%
Non-Hispanic or Latino	1,257	21.54%	1,169	18%
Hispanic or Latino	4,578	78.46%	5,358	82%
Total by Ethnicity	5,835	100%	6,527	100%

\*Total population is 6,527 (US Census 2019 ACS) and 5,835 (US Census 2010)

#### **Racially or Ethnically Concentrated Areas of Poverty**

To assist communities in identifying racially/ethnically concentrated areas of poverty (RECAPs), HUD has developed a census tract-based definition of RECAPs. The definition involves a racial/ethnic concentration threshold and a poverty test. The racial/ethnic concentration threshold is straightforward: RECAPs must have a non-white population of 50 percent or more. The U.S. Department of Housing and Urban Development's RECAP GIS mapping tool confirms that all census tracts within Holtville have a RECAP value of 0, indicating that the census tracts within Holtville do not



meet the defined parameters for a racially or ethnically concentrated area of poverty as defined by HUD.

### **Displacement Risk**

The potential for economic displacement risk can result from a variety of factors, including large-scale development activity, neighborhood reinvestment, infrastructure investments, and changes in local and regional employment opportunity. Economic displacement can be an inadvertent result of public and private investment, where individuals and families may not be able to keep pace with increased property values and market rental rates **Table 25** on Chapter 2 of the Housing Element shows that the Town and Country apartment complex is at-risk of converting all 42 dwelling units to market-rate within the 6th Housing Element Cycle. The City is maintaining constant contact with the apartment complex owner in order to figure out ways to prevent the conversion of the 42 dwelling units.

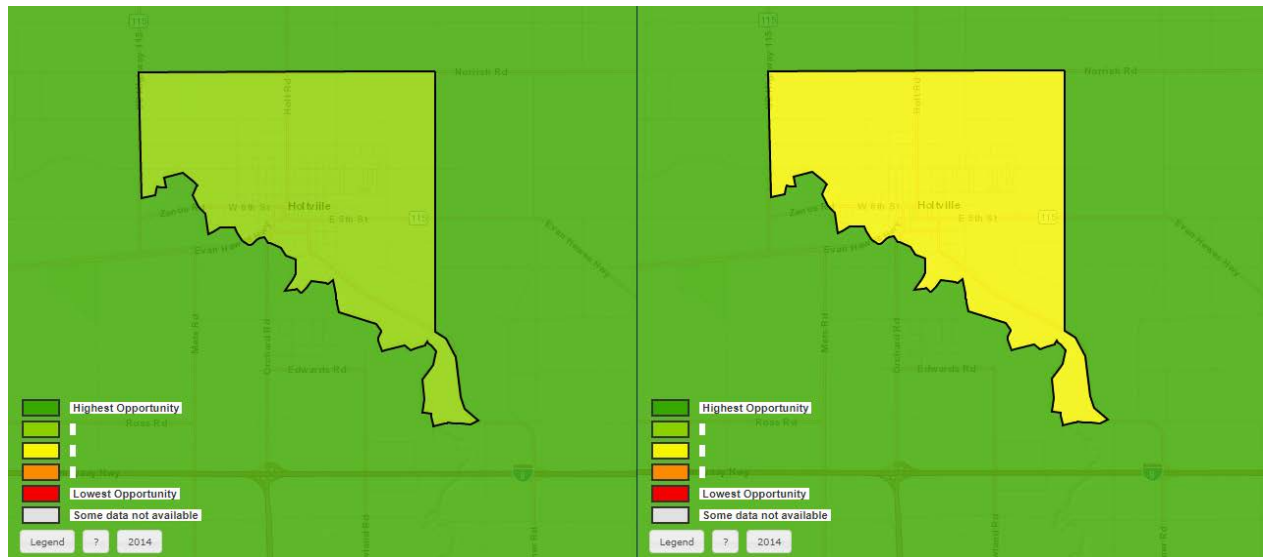
## **C. Sites Inventory**

### **Disparities in Access to Opportunity**

The UC Davis Center for Regional Change and Rabobank partnered to develop the Regional Opportunity Index (ROI) to help communities understand local social and economic opportunities. The goal of the ROI is to help target resources and policies toward people and places with the greatest need to foster thriving communities. The ROI incorporates both “people” and “place” components, integrating economic, infrastructure, environmental, and social indicators into a comprehensive assessment of the factors driving opportunity”

As shown in **Figure 6** below, the entirety of the City of Holtville is classified as a high opportunity zone which indicates that the city has a high level of relative opportunities that people are able to achieve in regards to housing. While the entirety of Holtville is classified as a high area for housing opportunities, the same cannot be said for the level of opportunity in regards to people which is in the yellow. This level of opportunity can be attributed to the city’s small number of minority groups and the lack of available resources for said groups. According to the 2019 American Community Survey provided by the US Census, the total minority population within the City of Holtville is 1,414 persons or 21.7 percent of the populations. Refer to **Table 40** above for a full breakdown.

**FIGURE 6**  
**REGIONAL OPPORTUNITY INDEX, HOUSING (LEFT) AND PEOPLE (RIGHT)**

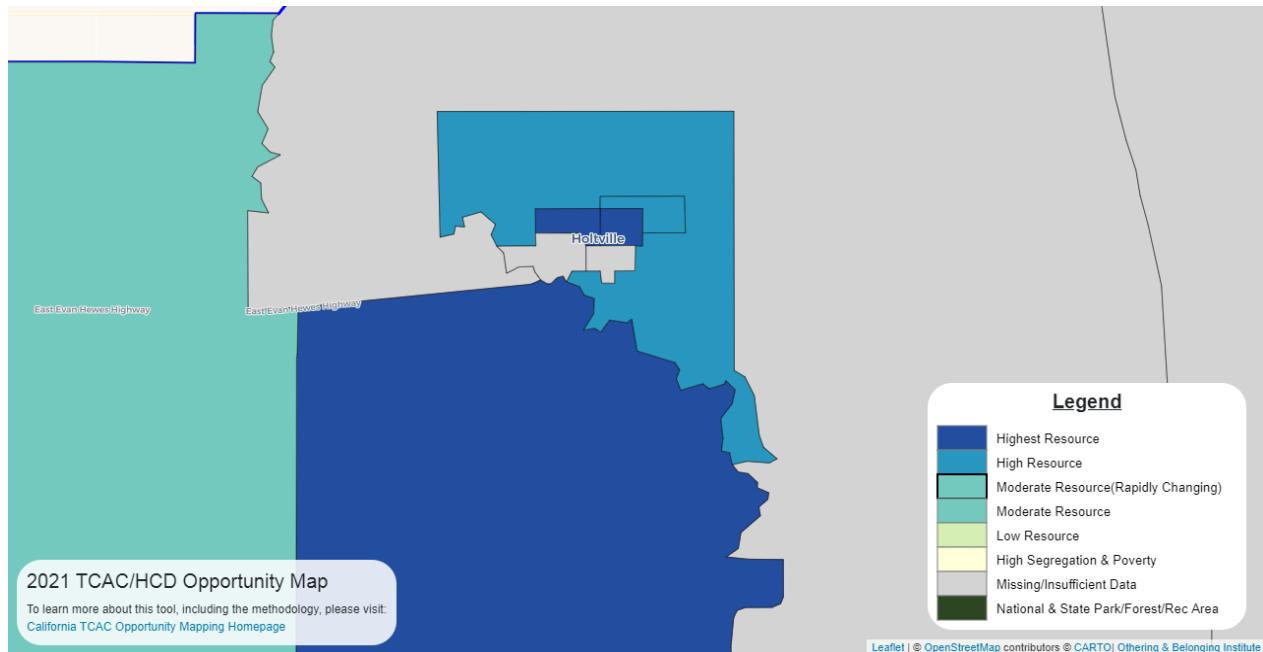


\*UC Davis Center for Regional Change and Rabobank, 2014.

Additionally, the Department of Housing and Community Development together with the California Tax Credit Allocation Committee established the California Fair Housing Task Force to provide research, evidence-based policy recommendations, and other strategic recommendations to HCD and other related state agencies/departments to further fair housing goals (as defined by HCD). The task force developed the TCAC/HCD opportunity Area Maps to understand how public and private resources are spatially distributed. The task force defines opportunities as pathways to better lives, including health, education, and employment. Overall, opportunity maps are intended to display which areas, according to research, offer low-income children and adults the best chance at economic advancement, high educational attainment, and good physical and mental health.

According to the Task Force’s methodology, the tool allocates the 20 percent of the tracts in each region with the highest relative index scores to the “Highest Resource” designation and the next 20 percent to the “High Resource” designation. Each region then ends up with 40 percent of its total tracts as “Highest” or “High” resource. These two categories are intended to help State decision-makers identify tracts within each region that the research suggests low-income families are most likely to thrive, and where they typically do not have the option to live—but might, if given the choice. As shown in **Figure 7** below, the majority of Holtville is classified as high and highest resource, however, two census tracts do not contain sufficient data to provide a classification. Even though the surrounding areas are classified as high resource areas, there is a possibility of the two sections having less resources. In order to gain additional understanding, the City will conduct the proper outreach in order to get an accurate understanding of the opportunities available for these areas. If the data determined that there is a lack of resources, the City will work with these areas to provide as much resources as possible.

**FIGURE 7**  
**TCAC/HCD OPPORTUNITY MAP, HOLTVILLE (2021)**



\*California Tax Credit Allocation Committee and Department of Housing and Community Development 2021

### Future Growth Need

The City's future growth need is based on the RHNA production of 41 very-low and 33 low income units within the 2021-2029 planning period. Figure 6 shows that both existing affordable units and vacant parcels able to accommodate low income units are well dispersed throughout the community and do not present a geographic barrier to obtaining affordable housing. Table 42 of this Housing Element shows the City's ability to meet its 2021-2029 RHNA need at all income levels. This demonstrates the City's ability to accommodate the anticipated future affordable housing needs of the community. With the current vacant parcels coupled with the city allowing the development of Accessory Dwelling Units (ADU), the city can expect to produce enough housing opportunities for all racial and income groups.

### Existing Need

As described in the future housing needs section, the city has enough vacant parcels for the production of low and very-low income units, however, a severe lack in funds/resources and potential developers presents a serious impediment for the production of affordable housing. Without sufficient funding and developer interest, the city can expect the number of overcrowding households to continue increasing. In order to solve this issue, the city held discussions with developers over what issues they face when looking to develop in Holtville and what the city can do to ease the burden. Developers were also invited to the Housing Element Update workshops in order to receive valuable input on the potential of vacant lots located within the city. After several discussions, the city has found that lack of funding and strict zoning restrictions are the main factors driving developers away. In order to attract

potential developers and facilitate housing production, the city provides assistance to developers who plan on applying for potential funding sources. The city also plans to amend certain zoning restrictions such as setbacks and densities to facilitate future developments

The City has recently taken action on four three multi-family apartment complexes and one senior housing project. The City has recently approved the annexation of 7.7 acres of land for the Melon Properties LLC apartment complex located at the northwestern corner of the city. The project is planned to contain a mix of town houses and apartments. While the exact number of units has not been decided by the developer, it is expected to be no fewer than 40 dwelling units. The City approved various actions in support of the development of Fern Crossing a 44-unit affordable housing project which was approved for LIHTC funding. Certificates of Occupancy are expected to be issued by September 2021. Pine Crossing, another 44-unit affordable housing project approved by the City, is in the process of applying for LIHTC funding. Both projects are located within the City's downtown core at both corners of Holt Avenue and 4<sup>th</sup> Street. The Sunset Rose senior apartments had its design review and Conditional Use Permit approved in 2019 and has submitted a lot-split application to the city. The project is located at the southeast corner of the city and will provide the area with 42 dwelling units. Both the Melon and Sunset Rose apartments will provide housing for the city's north and south boundaries while the Fern and Pine apartments will increase the total low income units within all downtown zones. These Melon, Pine, and Sunset Rose apartments are planned to be completed during the 6<sup>th</sup> Housing Element Cycle and will help the city meet its RHNA goal of 41 low income and 33 very low income housing units.

### **Analysis Of Sites Pursuant to AB 686**

AB 686 requires that jurisdictions identify sites throughout the community in a manner that is consistent with its duty to affirmatively further fair housing. **Figure 8** found on Page 5-9 shows the location of all the vacant parcels within the city. The majority of these sites are able to accommodate these sites are able to accommodate the very low, low, moderate, and above moderate RHNA for Holtville and are dispersed throughout the city's most impoverished areas ( west, south, and southeast boundaries). With the approval of the Melon Properties, Pine Crossing, and Sunset Rose apartments, the City will have met its low and very low income RHNA goal by more than double the required amount. The following sites are identified to have the biggest potential for housing within the City.

**TABLE 41**  
**CITY OF HOLTVILLE HIGHEST POTENTIAL SITES**

APN	General Plan Designation	Zoning	Acreage	Allowable Units	RHNA Type
045-204-015	Residential Commercial	Downtown – A	1.711914	16 Units	L, VL, M, AM
045-281-006	Residential Commercial	Downtown – B	1.819995	36 Units	L, VL, M, AM
045-283-014	Residential Commercial	Downtown – A	2.069995	41 Units	L, VL, M, AM
045-634-013	Low Density Residential	Single Family	4.73999	17 Units	L, VL, M, AM

\*City of Holtville 2021

The four identified sites are located on the city's most disadvantaged areas and within walking distance of local convenience stores. The three sites located within the Downtown zones can create a total of 93 housing units of any of the four RHNA income categories. The Downtown zone allows multi-family projects and has a maximum density of 20 dwelling units per acre. The fourth and largest parcel is within a single family home which does not allow for multi-family projects. While the zone does not allow multi-family structure, the large parcel has the potential for a minimum of 17 housing units. The city also offers density bonuses that incentivizes the development of low and very low income units within the city. These sites have the highest potential to diversify the City of Holtville by having the potential to create housing units of multiple income categories.

In order to make housing more affordable, the City of Holtville implemented programs such as the self-help program and first-time-homebuyer program to help residents with housing costs. The city has also assists developers apply for funding sources and has passed various zoning amendments to allow farmworker housing, emergency shelters, transitional and supportive housing, and single-room occupancy units. These amendments help to further the availability of low income housing in the city. Future plans include actions to allow the development of Accessory Dwelling Units (ADU) within residential zones

#### **D. Assessment of Contributing Factors to Fair Housing Issues**

A review of the available data has found a number of regional impediments to fair housing within jurisdictions in Imperial County. It is important to note that the Housing Element programs on Chapter 7 incorporate actions that will help mitigate these issues as they relate to Holtville. The regional impediments are as follows:

- Fair housing information needs to be disseminated through many media forms to reach the targeted groups.

- Minority groups, mainly Black/African American and Asian groups are under-represented in the homebuyer market. This particular issue is linked to the substantially small number of said groups in Holtville.
- Fair housing enforcement activities are limited.
- Housing choices for special needs groups, especially persons with disabilities and seniors, are limited.

The data also identified the following jurisdiction-specific impediments for Holtville and yielded the following results

- The City has a dissimilarity index score of 70 meaning that the city has high similarity and segregation patterns mainly due to the small minority population.
- The City as defined by HUD does not have any racially or ethnically concentrated census tracts (RECAPs) as identified by HUD. The City's RECAP value of 0 indicates that the census tracts within Holtville do not meet the defined parameters for a racially or ethnically concentrated area of poverty.
- The UC Davis Regional Opportunity Index shows that the majority of residents within Holtville have an average level of access to opportunity throughout the entire City. No census tracts were shown as having the lowest level of access to opportunity. Additionally, analysis of the TCAC/HCD opportunity Area Maps show that the majority census tracts in Holtville are classified with either the "High Resource" or "Highest Resource" designation. This indicates that these census tracts are within the top forty percent in the region in terms of areas that lower-income residents may thrive if given the opportunity to live there. Two of the census tracts within the city lacked sufficient information to provide a reading..
- The City has demonstrated the ability to meet the anticipated future affordable housing needs of the community through the designation of sites to meet the very-low and low income RHNA need. These sites are dispersed throughout the most disadvantaged areas.
- There are 42 existing affordable units at-risk of converting to market-rate within the next Housing Element Cycle. Program 13 addresses monitoring of at-risk units within the City over the planning period.

### **E. Fair Housing and Goals**

There are multiple programs within this Housing Element aimed at affirmatively furthering fair housing. The programs include:

- Pursue key federal funding sources for affordable housing. Pursue state and federal funding, primarily the Community Development Block Grant (CDBG) and the HOME investment Partnership Program (HOME) to help fund more affordable housing within the city.
- Housing for extremely Low-Income Households. Encourage the development of housing for extremely low-income households through a variety of activities such as coordinating with potential housing developers, providing financial assistance (when feasible) or in-kind technical assistance or land write-

downs, providing expedited processing, identifying grant funding, and/or offering additional incentives beyond the density bonus.

- Provide assistance for persons with developmental disabilities. Work with the San Diego Regional Center to implement an outreach program that informs families in the city about housing and services available for persons with developmental disabilities. to pursue key federal funding sources for affordable housing;
- Section 8 Rental Assistance Certificate/Voucher Program. Work with the Imperial Valley Housing Authority to provide Section 8 housing for residents within the city.
- Preservation of publicly assisted low-income housing. Maintain contact with the owners of at risk units such as the Town and Country Apartments in order to guard against the loss of affordable housing units.
- Fair Housing. Work with the California Rural Legal Assistance (CRLA) organization stationed at the City of El Centro to gather information and remain informed on any private housing disputes for extremely low- and low-income households in Holtville.
- Accessory Dwelling Units/Second Units. Continue to promote the development of Accessory Dwelling Units within residential areas to increase the number of affordable housing units in the city.

In order to make housing more affordable, the City of Holtville implemented other programs such as the self-help program and first-time-homebuyer program to help residents with housing costs. The city also assists developers who wish to apply for funding sources and has passed various zoning amendments to allow farmworker housing, emergency shelters, transitional and supportive housing, and single-room occupancy units. These amendments help to further the availability of low income housing in the city.

## **V. HOUSING OPPORTUNITIES**

This section analyzes the resources available for the development, rehabilitation, and preservation of housing in the City of Holtville. This analysis includes an evaluation of the availability of land resources for future housing development, the City's ability to satisfy its share of the region's future housing need, the financial resources available to support housing activities, and the administrative resources available to assist in implementing the City's housing programs. Additionally, this section examines opportunities for energy conservation and factors concerned with climate change as required by Assembly Bill 32.

### **A. Availability of Sites for Housing**

As previously discussed, SCAG is responsible for developing the RHNA for Imperial Valley, which assigns a share of the region's future housing need to each jurisdiction in the county. SCAG adopted the RHNA in October 4, 2012, and it was approved by HCD on November 26, 2012. SCAG determined that the regional share of housing needs allocated to the City of Holtville is 209 new units over a 7.5-year planning period (January 1, 2014–October 1, 2021). Units constructed since January 1, 2014, can be credited toward the allocation.

State law requires communities to demonstrate that sufficient land is available to accommodate their share of the region's remaining need for housing. This section identifies the development potential on suitable land throughout Holtville based on those housing need allocations. Through this Housing Element, the City demonstrates the availability of adequate sites to accommodate the remainder of the RHNA.

### **Progress Toward Housing Allocation**

Housing permitted, developed or issued with Certificates of Occupancy since January 1, 2014, can be applied to the City's RHNA for the 2014–2021 period. Since January 2014, 43 single-family housing units have been permitted in Holtville. All 43 units have a sales price ranging from \$259,000 to \$309,000, making these homes affordable to moderate-income households. . With the construction of all 43 units, the City has met its 2014–2021 RHNA requirement of 32 moderate housing units by a total of 43 units, resulting in an excess of 11 moderate income units. The same can be said about the number of very low income units. Since January 2014, the city has permitted or constructed a total of 67 units resulting in an excess of 13 very low income units. While the city did construct a significant number of low income units (25 units), they are still 6 units short of achieving the required 31 units. In regards to above moderate income units, the city has made almost zero progress by only managing to add 1 unit to its housing stock resulting in a remaining total of 91 above moderate income units.



**TABLE 42**  
**HOUSING ALLOCATED TOWARD RHNA GOALS**

Income Category	2014–2021 RHNA	Units Permitted or Constructed Since 1/1/2014	Remaining RHNA
Very Low	54*	67	0 (13 extra units)
Low	31	25	6
Moderate	32	43	0 (11 extra units)
Above Moderate	92	1	91
<b>Total Units</b>	<b>209</b>	<b>136</b>	<b>97</b>

Source: SCAG; City of Holtville 2021

\*50% is assumed to be allocated toward extremely low income

### Residential Sites Inventory

An important component of the Housing Element is the identification of developable sites for future housing development, and evaluation of the adequacy of these sites in fulfilling the City's share of regional housing needs as determined by SCAG. **Table 43 – Affordability Breakdown of Vacant Residential Site Inventory** provides a listing of each residential zone and shows which RHNA income category it is fulfilling. **Table 45 – Vacant Residential Sites Inventory** lists the current vacant residential sites available for future development. It should be noted that the privately owned parcels are owned by separate developers and are unlikely to be consolidated. Although the most recent development multi-family residential development project (Fern Crossing Apartments) is under construction at the maximum density of 20 units per acre allowed by zoning, the other most recent development (Orchard View Apartments) was constructed at half the maximum allowable density. As such, unit capacity was not estimated based on the theoretical maximum buildout allowed by zoning, but instead reflects a realistic unit capacity based on the City's development standards and on-site improvement requirements.

In addition, to account for non-residential development, the City took a conservative approach and assumed a 50 percent capacity for all sites zoned Downtown A. This is based on the recently constructed multi-use project. The Torres Mixed Use project is located on 574 Holt Avenue within the Downtown A zone and is comprised of two residential units with a commercial retail facility at street level. The resulting density is 16 units per acre. Each unit contains two bedrooms and each unit is intended to be rented at affordable rates. The parcel is 5,250 square feet (0.12 acre) and is typical of vacant lots in the Downtown Holtville which is intended for residential commercial mixed-use development. The City encourages mixed use development within its downtown area as a means of encouraging affordable housing development but also as a means increasing the cost-effectiveness and cost-benefit of all development in the downtown.

The site capacity estimate includes all properties within the current incorporated boundaries of the city. **Figure 8 – Vacant Land Map** depicts the vacant residential parcels in the city. Please note, the City is not relying on any R2 zoned land to meet its RHNA.

**TABLE 43**  
**AFFORDABILITY BREAKDOWN OF VACANT RESIDENTIAL SITE INVENTORY**

Residential Zone	Income Category	Density Permitted
R-1 Single Family	Moderate and Above Moderate	1 DU/6,000 SF
R-2 Two-Family	Above Moderate, Moderate, Low and Very Low	8DU/ACRE
R-3 Multi-Family	Low and Very Low	20 DU/ACRE
R-4 Mobile Homes	Low and Very Low	1 SPACE/5,000 SF
R-C Residential/Commercial Mixed-Use	Above Moderate, Moderate, Low and Very Low	20 DU/ACRE
D-A Downtown A	Low and Very Low	20 DU/ACRE
D-B Downtown B	Above Moderate, Moderate, Low and Very Low	20 DU/ACRE

Source: City of Holtville 2021

Based on the land analysis, the City has sufficient land to accommodate its remaining regional housing need of 97 units and its 6<sup>th</sup> Cycle RHNA goals. **Table 44** provides a comparison of the City's remaining RHNA and the capacity of the vacant residential sites inventory and shows that the City has a surplus of 9 units deemed affordable to very low- and low-income households and 29 units deemed affordable to moderate- and above moderate-income households. Additionally, the City has approved the development of four new apartment complexes, three of which will be completed during the 6<sup>th</sup> Cycle Housing Element. The three developments are the Melon Properties LLC (43 town homes & apartments), Pine Crossing (44 units), and Sunset Rose apartment complex (32 units). The Sunset Rose and Pine Crossing apartments will add a total of 76 low and very-low income which will be more than enough to meet the City's low and very-low income RHNA requirement of 74 (33 low, 41 very low) units. The Melon Properties LLC townhomes and apartments development will contain a mixture of low, and moderate income units. Once all three projects have been constructed, the City will have created a total of 44 very low-income, 44 low-income, and 31 moderate income units. This exceeds the RHNA requirement of 41 very low-income, 33 low-income, and 26 moderate income units. As shown on Table 45 below, Holtville has more than enough vacant sites to accommodate the remaining 71 above moderate units.

Furthermore, the annexation of surrounding properties will continue to provide for future residential growth. The City updated its Land Use Plan in 2007 in furtherance of the General Plan's adopted goals, policies, and objectives. It ensures that areas immediately adjacent to the incorporated city boundaries are designated for low-, medium-, or high-density residential development, to encourage annexation and facilitate the availability of existing infrastructure to provide essential services, such as potable water and sewer services. The City currently provides water and sewer services to some residential properties lying immediately outside of the city's corporate limits, and has a Service Area Plan that would allow for the provision of services and annexation of these adjacent properties.

**TABLE 44**  
**COMPARISON OF THE REGIONAL HOUSING NEED**  
**AND THE VACANT RESIDENTIAL SITE CAPACITY**

Income Category	2021–2029 RHNA	Vacant Site Capacity*	RHNA Surplus*
Very Low <sup>1</sup>	41	41 <sup>2</sup> ,	91 <sup>4</sup>
Low	33		
Moderate	26	53 <sup>2</sup>	23 <sup>5</sup>
Above Moderate	71		
<b>Total Units</b>	<b>171</b>	<b>130</b>	<b>114</b>

Source: SCAG; City of Holtville 2021

<sup>1</sup>50% is assumed to be allocated toward extremely low income.

<sup>2</sup>All 130 vacant sites within the City can be developed either very low, low, moderate, or above moderate income.

<sup>3</sup>Based on the analysis in the Housing Needs Assessment, single-family homes are selling at prices affordable to moderate-income households. Therefore the City has assumed that moderate- and above moderate-income categories can be met on sites with the same Zoning and General Plan Designation.

<sup>4</sup>88 low and very low-income units (Pine Crossing 11 units, Sunset Rose 32 units, Melon 12 units) were added from projects already approved by the City and are scheduled to start and finish construction during the 6<sup>th</sup> RHNA Cycle. These sites are not listed as part of the vacant sites list.

<sup>5</sup>31 Moderate units are from the Melon Properties project (31 moderate units) which was approved by the City and is scheduled to start and finish construction during the 6<sup>th</sup> RHNA Cycle

**TABLE 45**  
**VACANT RESIDENTIAL SITES INVENTORY**

Site No.	APN	General Plan Land Use Classification*	Zoning*	Acreage	Max Density	Utilities*	Potential Units	Income Category*	City or Privately Owned
1	045-111-037	LDR	R-1	0.16	1 Unit/6,000 sf	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
2	045-131-004	LDR	R-1	0.19	1 Unit/6,000 sf	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
3	045-162-017	LDR	R-1	0.25	1 Unit/6,000 sf	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
4	045-193-006	LDR	R-1	0.24	1 Unit/6,000 sf	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
5	045-212-002	LDR	R-1	0.19	1 Unit/6,000 sf	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
6	045-212-003	LDR	R-1	0.19	1 Unit/6,000 sf	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
7	045-232-002	LDR	R-1	0.15	1 Unit/6,000 sf	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
8	045-330-079	LDR	R-1	0.19	1 Unit/6,000 sf	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
9	045-330-080	LDR	R-1	0.21	1 Unit/6,000 sf	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
10	045-390-074	LDR	R-1	0.37	1 Unit/6,000 sf	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
11	045-634-013	LDR	R-1	4.73	1 Unit/6,000 sf	P,S,W,G,D	18	M/AM/ L/VL	Privately Owned
12	045-124-001	MDR	R-2	0.17	8 Units/Acre	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
13	045-204-016	MDR	R-2	0.24	8 Units/Acre	P,S,W,G,D	1	M/AM/ L/VL	City Owned
14	045-252-018	MDR	R-2	0.18	8 Units/Acre	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
15	045-294-004	MDR	R-2	0.4	8 Units/Acre	P,S,W,G,D	1	M/AM/ L/VL	City Owned
16	045-271-005	RC	R-3	0.2	20 Units/Acre	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
17	045-273-021	RC	R-3	0.19	20 Units/Acre	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
18	045-204-015	RC	D-A	1.71	20 Units/Acre	P,S,W,G,D	11	M/AM/ L/VL	City Owned
19	045-261-018	RC	D-A	0.16	20 Units/Acre	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
20	045-261-022	RC	D-A	0.16	20 Units/Acre	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
21	045-261-023	RC	D-A	0.15	20 Units/Acre	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
22	045-291-004	RC	D-A	0.16	20 Units/Acre	P,S,W,G,D	1	M/AM/ L/VL	City Owned
23	045-283-014	RC	D-A	2.06	20 Units/Acre	P,S,W,G,D	41	M/AM/ L/VL	Privately Owned
24	045-263-009	RC	D-B	0.19	20 Units/Acre	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
25	045-263-010	RC	D-B	0.2	20 Units/Acre	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned

Site No.	APN	General Plan Land Use Classification *	Zoning*	Acreage	Max Density	Utilities*	Potential Units	Income Category*	City or Privately Owned
26	045-282-009	RC	D-B	0.42	20 Units/Acre	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
27	045-281-006	RC	D-B	1.81	20 Units/Acre	P,S,W,G,D	36	M/AM/ L/VL	City Owned
28	045-262-013	RC	RC	0.23	20 Units/Acre	P,S,W,G,D	1	M/AM/ L/VL	Privately Owned
<b>Total All Sites</b>				<b>15.5</b>			<b>130</b>		

Source: City of Holtville, 2021

<sup>1</sup> Although these sites are being counted towards meeting the Moderate and Above Moderate income RHNA. They have densities appropriate that could meet the City's Lower income RHNA.

\*R-1=Single Family, R-2=Two Family, R-3=Multi-Family, D-A=Downtown A, D-B=Downtown B, RC=Residential Commercial

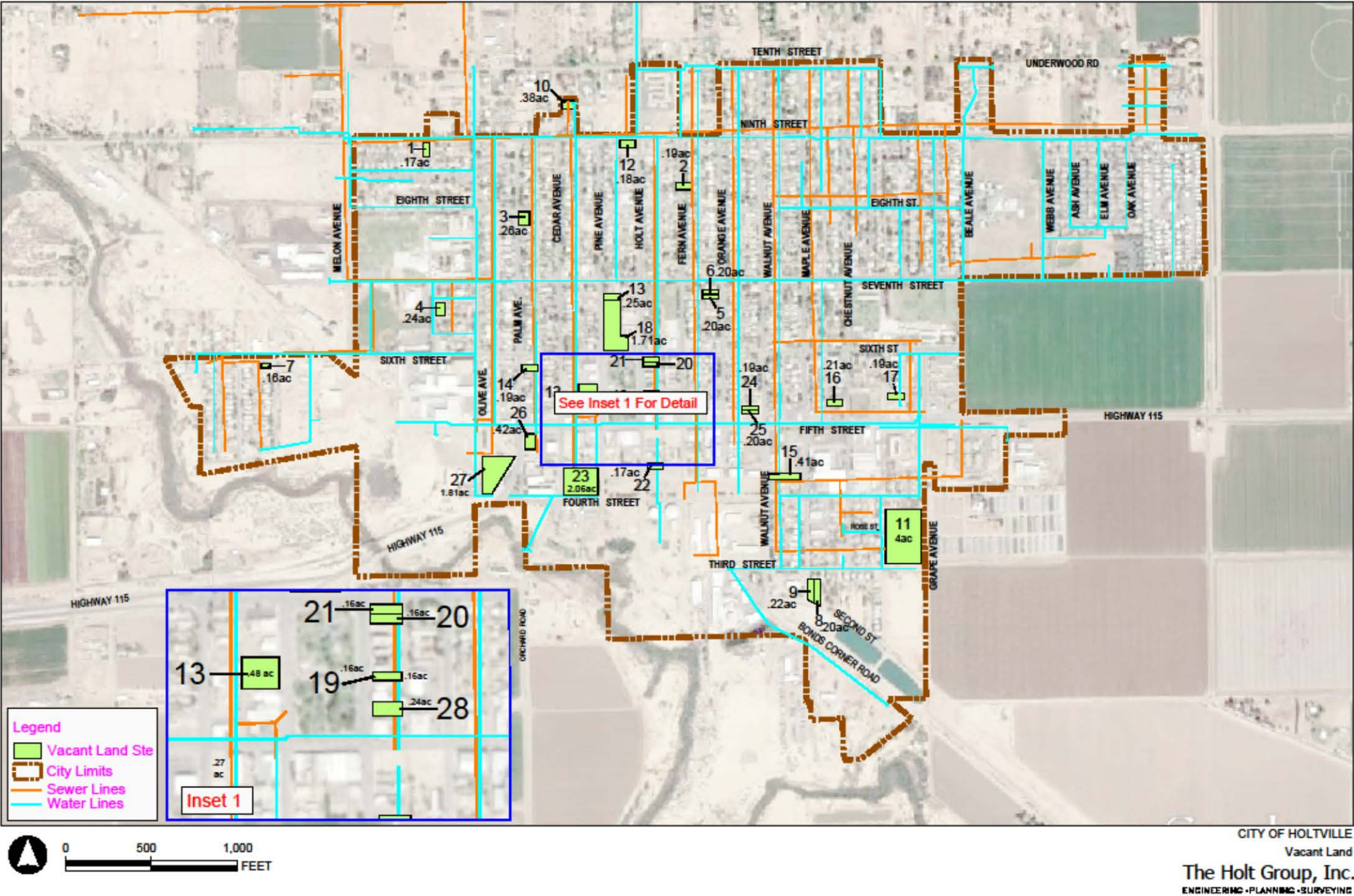
\*LDR=Low Density Residential, MDR=Medium Density Residential, RC=Residential Commercial

\*AM=Above Moderate, M=Moderate, L=Low-Income, VL=Very Low-Income

\*P=Power, S=Sewer, W=Water, G=Gas, D=Dry Utilities



FIGURE 8  
VACANT LAND MAP



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It is important to note that all the sites listed on Table 45 can be used to create units for all income categories. This is especially true for all the residential properties listed for moderate income households. While most of these single unit sites will be for moderate income, it is expected that at least 25% (6 sites) will be utilized for above moderate income. Additionally, very few sites have the potential for consolidated. The sites that can be consolidated are owned by different property owner which are no looking to sell said property to developers.

### Small and Large Sites

Of the total 28 vacant sites identified on **Table 45**, 24 of them are less than 1.5 acres which classifies them as small sites while the remaining four sites are more than 1.5 acres but less than 10 sites meaning that they are neither large nor small sites. 17 of the small sites are located within R-1, R-2, R-3, and D-B zones which allows for the development of residential zones. Each of these sites has the potential to create 17 new low, very-low, moderate, and/or above moderate housing units. It is important to note that the the D-B zones allows for the development of both comercial and residential project which can reduce the number of potential units each site can develope. To combat this, the City of Holtville strongly encourages the development of mixed-use projects within all downtown zones. An analysis of the available sites listed above on Figure 7 shows that Holtville has a variety of Housing sites that can accomodate multiple housing types for different income groups. A detailed description of the availability of Housing types for the properties has been listed below.

- **Multi-Family Housing:** Per **Table 39** listed on Chapter 3 of this Housing Element, multi-family housing is only permitted on R-3 zones, D-A zones, D-B zones, and RC zones. There are a total of 13 vacant sites within the previously mentioned zones that allows the development of multi-family housing. Unfortunately, only three of those 13 sites have the enough parcel size for the development of multiple housing units. The realistic capacity of the three sites is a total of (88) units which is more than enough to meet the required 41 very low and 33 low income housing units. As previously mentioned, the City has already approved three apartment complexes that will meet the required low and very low-income RHNA goals for the 6th housing element cycle. These projects are the Sunset Rose Senior Apartments (32 units), Pine Crossing (44 units), and the Melon Properties LLC (43 townhome & apartments).
- **Housing for Agriculture Employees:** Per **Table 39** listed on Chapter 3 of this Housing Element, farmworker housing is permitted within all residential zones (R-1, R-2, R-3, R-4, RC). There are a total of 18 vacant sites within the previously mentioned zones that have the potential for farmworker housing. 17 of these sites only have the capacity for 1 unit while the remaining 4 .7 acre site has a realistic capacity of 17 units. In total, all the previously mentioned sites have the potential for 35 new farmworker housing units.
- **Emergency Shelters:** Per **Table 39** listed on Chapter 3 of this Housing Element, emergency shelters are only permitted in R-2 and R-3 zones. There are a total of 6 vacant sites within the previously mentioned zones that have the potential for emergency shelters. All of these sites have a realistic capacity of 1 per site equaling a potential total of 6 emergency shelters.
- **Transitional Housing:** Per **Table 39** listed on Chapter 3 of this Housing Element, transitional housing is permitted within all residential zones (R-1, R-2, R-3, R-4, RC). There are a total of 18 vacant sites within



the previously mentioned zones that have the potential for transitional housing. 17 of these sites only have the capacity for 1 unit while the remaining 4 .7 acre site has a realistic capacity of 17 units. In total, all the previously mentioned sites have the potential for 35 new transitional housing units.

- **Supportive Housing:** Per **Table 39** listed on Chapter 3 of this Housing Element, supportive housing is permitted within all residential zones (R-1, R-2, R-3, R-4, RC). There are a total of 18 vacant sites within the previously mentioned zones that have the potential for supportive housing. 17 of these sites only have the capacity for 1 unit while the remaining 4 .7 acre site has a realistic capacity of 17 units. In total, all the previously mentioned sites have the potential for 35 new supportive housing units.
- **Single Room Occupancy Units (SOI):** Per **Table 39** listed on Chapter 3 of this Housing Element, SOI units are only permitted in D-B zones. There are a total of 4 vacant sites within the previously mentioned zones that have the potential for single room occupancy units. Due to the nature of SOI units, it is difficult to determine the number of potential units per vacant site, but it can be safely assumed that the four sites have the potential for a minimum of 4 SOI units.
- **Manufactured Homes:** Per **Table 39** listed on Chapter 3 of this Housing Element, manufactured homes are permitted within all residential zones (R-1, R-2, R-3, R-4, RC). There are a total of 18 vacant sites within the previously mentioned zones that have the potential for supportive housing. 17 of these sites only have the capacity for 1 unit while the remaining 4 .7 acre site has a realistic capacity of 17 units. In total, all the previously mentioned sites have the potential for 35 new manufactured homes.
- **Mobile Home Parks:** There are no vacant parcels zoned R-4 (mobile home parks), however, mobile homes are permitted within all residential zones. There were a total of 18 vacant parcels in residential zones with one parcel being 4.7 acres. The realistic capacity for all 18 sites is estimated to be at approximately 35 new mobile homes.
- **Accessory Dwelling Units:** It is difficult to determine the exact amount of ADU's within Holtville, mainly because these units are relatively small and can be built on the backyards of existing residential properties. Given the number of vacant sites within residential zones, it is safe to assume that there is potential for a minimum of 18 ADU's within the 18 vacant sites.

### Nonvacant Sites

During the site review, the City of Holtville found that nonvacant sites compose 10.7 percent (3 sites) of the total number of available site. One of the sites is an abandoned residential home while the other two sites contain an occupied residential home. Even though both sites contain an occupied residential home, there is sufficient space to accommodate an Accessory Dwelling Unit. Overall these three sites have the potential of adding three new units to Holtville's housing stock.

## B. Availability of Financial Resources

Cities have access to a variety of existing and potential funding sources available for development activities for housing to meet the needs of low- and moderate-income groups. The different available and potential financial resources for the preservation and development of housing affordable to these targeted income groups, as well as the provision of housing subsidies for lower- and moderate-income

residents in Holtville, are discussed in this section. This section includes some of the most common funding sources available to support implementation of the City's housing goals and include federal, state, and local resources.

### **Federal Resources**

**HOME Funds-** The HOME program was created as a result of the 1990 Cranston-Gonzales National Affordable Housing Act (NAHA). HOME is the largest federal block grant to state and local governments designed exclusively to create affordable housing for low-income households. HOME funds are awarded annually as formula grants to participating jurisdictions. The program's flexibility allows grantees to use HOME funds for grants, direct loans, loan guarantee or other forms of credit enhancement, or rental assistance or security deposit.

Holtville is eligible to apply to HCD for HOME funds. HCD administers the program for non-entitlement jurisdictions. HOME funds can be used for tenant-based rental assistance, property acquisition, site improvements, and other costs related to the provision of affordable housing for low-income families (under 80 percent of median income).

**US Department of Housing and Urban Development-Section 8 Housing Choice Voucher Assistance-** The Section 8 program is a federal program that provides rental assistance to very low-income persons in need of affordable housing. The Section 8 program was authorized by Congress in 1974 and developed by HUD to provide rental subsidies for eligible tenant families (including single persons) residing in newly constructed, rehabilitated, and existing rental and cooperative apartment projects. The rents of some of the residential units are subsidized by HUD under the Section 8 New Construction, Substantial Rehabilitation, and/or Loan Management Set-Aside programs. All such assistance is project-based, i.e., the subsidy is committed by HUD for the assisted units of a particular mortgaged property for a contractually determined period. The Section 8 program offers a voucher that pays the difference between the current fair market rent and what a tenant can afford to pay (e.g., 30 percent of their income). The voucher allows a tenant to choose housing that may cost above the payment standard, but the tenant must pay the extra cost. The Imperial Valley Housing Authority (IVHA) administers the Section 8 Housing Choice Voucher Program for Holtville.

**USDA Rural Housing Service Programs (RHS)-** RHS was formerly the Farmers Home Administration (FmHA). Under RHS, communities can access a variety of housing programs to subsidize housing and retain affordability for low- and very low-income households. Programs include but are not limited to the following:

- **Section 515 Rental Housing Program**—The Section 515 Rental Housing Program provides long-term financing and rental assistance payments on behalf of lower-income households to developer/operators of new rental housing. Holtville is an eligible locality for Section 515 financing and the program has been well utilized in the city.

- *Section 502 Direct Loan Program*—Under the Direct Loan Program, individuals or families receive direct financial assistance directly from the Housing and Community Facilities Programs in the form of a home loan at an affordable interest rate.
- *Section 502 Guaranteed Loan Program*—Under the Guaranteed Loan Program, the Housing and Community Facilities Programs guarantees loans made by the private sector. The individual works with the private lender and makes his or her payments to that lender.

### State Resources

**Community Development Block Grant Funds-** The City of Holtville has participated in the CDBG program through the competitive application process administered by HCD. However, the City has not participated in over eight years. The CDBG program offers grants for the revitalization of communities. Communities with populations of 50,000 or more are entitled to receive CDBG funds directly from HUD. Smaller jurisdictions either participate in an Urban County program (unincorporated areas and small cities in that county with a combined population of over 200,000) or apply to the state for funding through a competitive process. Since Imperial County has a population of only 183,000, all jurisdictions in the county must apply to the state for funding. The City's program has in the past provided low-interest loans for housing rehabilitation for lower-income homeowners, but could also be accessed for homeownership assistance or new construction of affordable housing if the City were to participate again in the future.

**California Low Income Housing Tax Credits (LIHTC)** - Created by the 1986 Tax Reform Act, the LIHTC program has been used in combination with county and other resources to encourage the construction and rehabilitation of rental housing for lower-income households. The program allows investors an annual tax credit over a 10-year period, provided that the housing meets the following minimum low-income occupancy requirements: 20 percent of the units must be affordable to households at 50 percent of area median income (AMI), or 40 percent of the units must be affordable to those at 60 percent of AMI. The total credit over the 10-year period has a present value equal to 70 percent of the qualified construction and rehabilitation expenditures. The tax credit is typically sold to large investors at a syndication value. Two multi-family projects have been constructed within incorporated city limits under LIHTC subsidies: the 81-unit Holtville Garden Apartments and the 80-unit Orchard View Apartments.

**Joe Serna Jr. Farmworker Housing Grant Program-** The purpose of the program is to finance new construction, rehabilitation, and acquisition of owner-occupied and rental units for agricultural workers, with a priority for lower-income households. The program provides homeowner grants, rental construction grants or loans, and rental rehabilitation grant or loans. For rehabilitation or new home construction, lien restrictions are required for 20 years. If the unit is sold to a nonfarmworker buyer before completing the 10th year, the full grant amount must be repaid under most circumstances. For rental construction grants or loans, lien restrictions for assisted units are required for 40 years. If assisted units are sold for uses other than farmworker housing before the 40th year, under most circumstances, the grant must be repaid in full. For rental rehabilitation grants or loans, lien restrictions

for assisted units are required for 20 years. If assisted units are sold for uses other than farmworker housing before the 20th year, the grant must be repaid in full, under most circumstances. A local nonprofit, Campesinos Unidos, constructed 18 single-family units for large farmworker families in the City of Holtville in 2002.

**Table 46 – Financial Resources for Housing Activities** provides a detailed summary of housing programs and financial resources that may be available to the City of Holtville in meeting its identified housing needs. Some of these programs have been actively utilized by the City of Holtville, while others are still considered viable options

**TABLE 46**  
**FINANCIAL RESOURCES FOR HOUSING ACTIVITIES**

Agency	Program Name	Services Provided															
		Acquisition	Homebuyer Assistance	Rental Assistance	Rehabilitation	Economic Development	New Construction	Construction of Housing	Multi-family Construction	Relocation of Unit	Homeless Assistance	Supportive Housing & Services	Construction Supervision	Public Service	Refinancing	Preservation	Loan Packaging
HCD	CDBG Program	X	X	X	X	X					X			X			
	Joe Serna Jr. Subsidy Program	X	X				X										
	HOME Program	X	X	X	X												
HUD	Section 8 Rent Program			X													
	Section 202 Loan Program	X			X		X										
	Section 811 Grant Program	X			X		X										
	Section 203 (k) Loans Guarantee	X			X				X						X		
	Mortgage Credit Certificate		X														
	LIHTC							X									
USDA RHS	Section 515 Mortgage Loans								X								
	Section 502	X															

Agency	Program Name	Services Provided															
		Acquisition	Homebuyer Assistance	Rental Assistance	Rehabilitation	Economic Development	New Construction	Construction of Housing	Multi-family Construction	Relocation of Unit	Homeless Assistance	Supportive Housing & Services	Construction Supervision	Public Service	Refinancing	Preservation	Loan Packaging
	Direct Loans																
	Section 502 Loan Guarantee	X															
	CHFA Rental Program	X			X		X										
	Supportive Housing/Care										X						
	Self-Help Housing		X										X				X
Fannie Mae	Federal National Mortgage Assoc.		X		X												
Federal Home Loan Bank	AHP Grant/Loans						X										

### Administrative Resources

Described below are public and nonprofit agencies that have been involved in affordable housing advocacy or are interested in housing activities in Holtville. These agencies play an important role in meeting the housing needs of the community. In particular, they are or can be involved in the improvement of the housing stock, provision of affordable housing opportunities, preservation of existing affordable housing, and/or provision of housing assistance to households in need.

**Imperial Valley Housing Authority-** The IVHA is committed to preserving at-risk housing projects in Imperial County. Through state and federal housing programs, the housing authority raises the funds necessary to acquire at-risk housing projects in the county. The IVHA also administers the Section 8 program for Holtville.

**Campesinos Unidos-** A regional nonprofit serving the Coachella and Imperial Valleys, Campesinos Unidos provides a variety of services to low- and very low-income households. The organization operates self-help housing programs for low-income families, conducts energy education and workshops to help control energy costs, and administers a house appliance replacement program.

**California Coalition for Rural Housing-** The California Coalition for Rural Housing works with tenants of at-risk buildings to inform tenants of available options, and if the tenants are interested, helps them organize a tenants association to pursue further actions. The coalition also provides technical assistance to nonprofit or public entities interested in purchasing at-risk projects. Both the IVHA and Campesinos Unidos are members of the coalition.

**Catholic Charities-** Catholic Charities, Diocese of San Diego is a faith-based agency rooted in the social teachings of the Catholic Church. It provides social services to, advocates for, and empowers the poor, oppressed, or vulnerable. The Catholic Charities provide information and referral services to those living in the diocese who may be experiencing difficulties. The food pantry can be accessed by individuals or families. Equipment and supplies are provided on a first-come, first-served basis. Other assistance includes providing support with fuel, utility expenses, emergency housing, clothing referrals, prescriptions, and other essential items.

**Coachella Valley Housing Coalition** - The Coachella Valley Housing Coalition is a nonprofit affordable housing development organization founded in 1982 with the purpose of improving the living conditions of low-income individuals and families by constructing and operating affordable housing infused with resident services programs and other opportunities that enrich build, and grow their lives. Self-help housing is a method by which families can achieve home ownership. CVHC reserves the right to assign lots to applicants. Families form an informal association and agree to help each other build their houses with technical assistance provided by a competent construction supervisor.

### **C. Opportunities for Energy Conservation**

With the passage of the Global Warming Solutions Act of 2006 (AB 32), which requires all local jurisdictions in the state to reduce their carbon dioxide emissions to 1990 levels by 2020, the City of Holtville has increased its efforts to promote environmentally friendly building practices. Proper insulation of homes could reduce the energy demand for cooling purposes. Much of the older housing stock in Holtville is poorly insulated. Typically, wall insulation should be installed in homes. Dwellings that currently have R-11 in walls and R-19 in ceilings should be upgraded to R-19 and R-30 wherever possible. Weather stripping and other weather protection measures should be implemented around doors, windows, etc. The following energy conservation measures are eligible improvements under the CDBG Housing Rehabilitation Program:

- R-30 insulation in ceilings
- R-19 insulation in exterior walls
- Insulation blanketing for water heaters
- 12-inch HD turbine ventilators on roofs
- Curved blade registers
- Night set-back or automatic clock thermostats
- Water-saving fixtures
- Fluorescent lighting

Currently, Campesinos Unidos provides weatherization services to eligible low-income participants in the city, including minor housing envelope repairs; ceiling insulation; low-flow showerheads; weather stripping; water heater blankets and pipe wrap; duct wrap; caulking; and switch and outlet gaskets. These weatherization programs, funded by Southern California Gas Company and with state funds, help reduce energy use in homes and reduce household utility costs. Additionally, the Imperial Irrigation District offers the Energy Reward Rebate program, which provides assistance with air conditioner replacement and energy efficiency projects.

## **VI. ACCOMPLISHMENTS UNDER THE ADOPTED HOUSING ELEMENT**

Section 65588(a) of the Housing Element law requires that jurisdictions evaluate the effectiveness of the existing Housing Element, the appropriateness of goals, objectives, and policies, and the progress in implementing programs for the previous planning period. This section reviews the 2014 Housing Element showing the accomplishments met during the 2014–2021 planning period.

In the 2014 Housing Element, the City of Holtville established the following goals in order to meet the RHNA housing objectives set by SCAG and the identified housing needs of the community.

- 1) Attract and support quality single-family housing development in order to meet the homeownership opportunity needs of Holtville resident's at all economic levels.
- 2) Encourage and promote housing diversity through a variety of housing types, including new and innovative designs by removing governmental constraints where feasible while maintaining quality standards, safety, and a satisfying living environment for all income levels and segments of the community.
- 3) Conserve and improve the existing affordable housing stock in conformance with adopted standards and support public and private efforts in maintaining, reinvesting in, and upgrading the existing housing supply.
- 4) Encourage the proactive and planned growth of the city by designating and preserving suitable sites for residential development in relation to job opportunities and/or access to public infrastructure and facilities.
- 5) Ensure the provision of decent housing and a suitable living environment for all residents by actively enforcing applicable standards on proposed and existing development in conformance to the adopted codes to ensure safe living conditions and the protection of health, safety, and general welfare of all Holtville Residents
- 6) Promote and support equal housing opportunities for all residents in Holtville regardless of age, sex, race, marital status, ethnic background, income and other arbitrary factors and maintain an adequate monitoring system for housing goal attainment.

### **A. Prior Housing Program Overview**

In order to achieve its goals, the 2014 City of Holtville Housing Element established a list of housing programs designed to meet the following objectives under the following areas of concern:

- a. Identifying adequate sites that are available, through zoning and development standards, for a range of housing types to meet the community's housing goals.



## *ACCOMPLISHMENTS UNDER THE ADOPTED HOUSING ELEMENT*

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- b. Assist in the development of housing affordable to low- and moderate-income households.
- c. Address and, where appropriate and legally possible, remove governmental constraints on the maintenance, improvement, and development of housing.
- d. Conserve and improve the condition of existing affordable housing stock.
- e. Promote equal housing opportunity.
- f. Preserve the assisted housing developments identified for lower-income households.

To ensure the policies and implementation programs included in the Housing Element are relevant to addressing the current concerns of the City, an evaluation of achievements under the previous Housing Element was undertaken. This evaluation provided the basis for recommended modifications and the establishment of new objectives in the Housing Element. **Table 47 – Housing Program Summary of Accomplishments** identifies the accomplishments under each program and states whether the program should be continued, modified, or deleted.

**TABLE 47**  
**HOUSING PROGRAM SUMMARY OF ACCOMPLISHMENTS**

PROGRAM	OBJECTIVE AND TIMEFRAME	PROGRAM FINANCING	RESPONSIBLE AGENCY	ACCOMPLISHMENTS	CONTINUE, MODIFY, DELETE
<b>1. First Time Homebuyer Program</b> A First-Time Homebuyer program provides financial assistance through loans and/or grants to help buyers with down payments, closing costs, mortgage insurance premiums, and/or with a silent second trust deed. The City is considering establishing a First-Time Homebuyer program for the City of Holtville. The program would use HOME or CDBG funds to assist low income households (80 percent or less than the County median) and Redevelopment Set-Aside funds could be used for moderate income households (80 to 120 percent of the County median).	The City will apply for USDA funds and if awarded the City will continue to implement the First-Time Homebuyer program and will assist five households during the 2014-2021 planning period. If USDA funds are awarded the City will hold workshops with USDA for first-time homebuyers.	City of Holtville and USDA	City of Holtville	The City was not able to apply for USDA funds, but the City continues to refer interested parties to the County and to the USDA Rural Development. The City will apply for USDA funds during the 2019 to 2021 period.	Continue
<b>2. Self-Help Housing Program</b> The California Self-Help Housing Program is designed to assist low- and moderate-income households. These services include training and supervision of self-help builders; loan packaging; counseling households to build or rehabilitate their own homes by providing technical assistance grants to nonprofit corporations and local governments to provide administrative and supportive services	The City will contact Campesinos Unidos and any nonprofits outside the region that participate in self-help projects that may be interested in pursuing a local project at least every two years during the planning period. Once interested nonprofit developers are identified, the City will support and	City of Holtville staff time, HCD, self-help "equity"	City of Holtville, nonprofit corporations	The City is working with Coachella Valley Housing Coalition (CVHC) to identify suitable developable sites. Once sites have been acquired, CVHC will begin a self-help housing program.	Continue

<p>for self-help housing workshops; and office costs associated with self-helping housing projects. The California Self-Help Housing Program also provides informational assistance to self-help housing organizations, such as conferences on self-help housing, information on housing finance sources, and workshops on energy-efficient housing. A number of organizations offer loans and/or grants for the construction of self-help housing. These include the California Housing Finance Agency (CHFA), Bank of America Community Development Bank, the Housing Assistance Council, and Self-Help Enterprises. Funding application cycles differ for each program. Campesinos Unidos is the only local nonprofit which has engaged in these types of projects, but it discontinued the self-help program in 2007; although considerations for reestablishment are in progress, no commitment from the nonprofit has been made.</p>	<p>assist in the applications for funding.</p>				
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<p><b>3. RHS Housing and Community Facilities Programs, (Section 502)</b></p> <p><b>Direct Loans</b></p> <p>Under the Direct Loan program, individuals or families receive financial assistance directly from the Housing and Community Facilities Programs (HCFP) in the form of a home loan at an affordable interest rate. Most loans made under the Direct Loan program are to families with incomes below 80 percent of the median income level in the communities where they reside. Because HCFP is able to provide loans to those who typically do not qualify for a conventional loan, the HCFP Direct Loan program enables many more people to buy homes that might otherwise be possible. Direct loans may be made for the purchase of an existing home or for new home construction.</p>	<p>When funding is available, the City will work with HCFP administrators to promote the Direct Loan program to local residents and developers in order to increase the homeownership opportunities of lower-income households. The City will work toward a goal of providing home loans through the HCFP to five households during the planning period. The City will promote the program by providing brochures at City Hall and the public library.</p>	<p>RHS Housing and Community Facilities Programs, staff time</p>	<p>City of Holtville, USDA, and private developers</p>	<p>Due to limited staff resources and the complexity of the program, no new loans were provided. The City continues to promote the program by providing brochures and posting information at City Hall and the public library.</p>	<p>Continue</p>
<p><b>4. RHS Housing and Community Facilities Programs (Section 502)</b></p> <p><b>Guaranteed Loan</b></p> <p>Under the Guaranteed Loan program, the Housing and Community Facilities Programs guarantees loans made by private sector lenders. A loan guarantee through HCFP means that, should the individual borrower default</p>	<p>The City will work with HCFP administrators to promote the Guaranteed Loan program to local residents and developers in order to increase the homeownership opportunities of lower-income households. Within six months of adoption of this element, the City will meet with HCFP</p>	<p>Rural Development Housing and Community Facilities Programs, staff time</p>	<p>City of Holtville, USDA, and private developers</p>	<p>Due to limited staff resources and the complexity of the program, no new loans were provided.</p> <p>The City continues to promote the program by providing brochures and</p>	<p>Continue</p>

<p>on the loan, HCFP will pay the private financier for the loan. The individual works with the private lender and makes his or her payments to that lender. Under the terms of the program, an individual or family may borrow up to 100 percent of the appraised value of the home, which eliminates the need for a down payment. Since a common barrier to owning a home for many low-income people is the lack of funds to make a down payment, the availability of the loan guarantees from HCFP makes owning a home viable to a larger percentage of Americans</p>	<p>administrators and obtain information program brochures for residents and interested developers that can be distributed through the mail. The City will work toward a goal of providing home loan guarantees through the HCFP to five households during the planning period. In addition, brochures will be made available at the City Hall and the public library</p>			<p>posting information at City Hall and the public library.</p>	
<p><b>5. Pursue Key Federal Funding Sources for Affordable Housing</b></p> <p>Successful implementation of housing programs to create affordable housing will depend on a community's ability to pursue additional funding sources. This program focuses on the two funding sources (CDBG and HOME) that are most pertinent to Holtville; however, the City may have to go beyond these programs to pursue housing subsidies. HCD administers the federal CDBG program for nonentitlement cities and counties; Holtville is eligible to apply to HCD for general CDBG allocation. Under the HOME program, HUD will award funds to localities on the basis of a formula</p>	<p>Once every two years between 2014 and 2021, the City will support or pursue additional funding sources for affordable housing development in the city. Efforts and successes will be incorporated into the City's annual reports.</p>	<p>City of Holtville staff time, CDBG and HOME funds</p>	<p>City of Holtville</p>	<p>The City was able to clear out all issues with previous HUD loans and is now eligible to apply. In addition, the City will be able to apply for CDBG funds with the adoption of this Housing Element Update.</p> <p>The City supported grant applications submitted by Pacific West Development for the construction Fern Crossing Apartments, which is</p>	<p>Continue</p>

## Accomplishments Under the Adopted Housing Element

that takes into account the tightness of the local housing market, inadequate housing, poverty, and housing production costs. HOME funding is provided to jurisdictions to assist either rental housing or homeownership through acquisition, site improvements, and other expenses related to the provision of affordable housing, or to assist with projects that serve a group identified as having special needs related to housing. The local jurisdiction must make matching contributions to affordable housing under HOME. The HOME and CDBG programs are awarded on a competitive basis.				a 44-unit multi-family affordable housing project.	
<b>6. Housing for Extremely Low-Income Households</b> The City will encourage the development of housing for extremely low-income households through a variety of activities such as coordinating with potential housing developers, providing financial assistance (when feasible) or in-kind technical assistance or land write-downs, providing expedited processing, identifying grant and funding opportunities, applying for or supporting applications for funding on an ongoing basis, considering local funding, and/or offering additional incentives beyond the density bonus	Once every two years between 2014 and 2021, the City will support or pursue additional funding sources for affordable housing development in the city. Efforts and successes will be incorporated into the City's annual reports	City of Holtville staff time, CDBG and HOME funds	City of Holtville	The City approved various actions between 2018-2020 in support of two 44-unit multi-family housing projects, and one 32-unit senior housing project. Both 44-unit projects contain units for low and extremely low-income families.	Continue

## Accomplishments Under the Adopted Housing Element

<p><b>7. Provide Assistance for Persons with Developmental Disabilities</b></p> <p>The City will develop an outreach program within one year of adopting the Housing Element to assist persons with development disabilities and implement the program within 6 months after it is developed</p>	<p>The City will develop an outreach program within one year of adopting the Housing Element to assist persons with development disabilities and implement the program within 6 months after it is developed.</p>	<p>City of Holtville staff time</p>	<p>City of Holtville</p>	<p>The City is working with Imperial Valley ARC to develop an outreach program and identifying potential sites for scattered site single-family homes</p>	<p>Continue</p>
<p><b>8. Tax Credit Rental Projects</b></p> <p>Low Income Housing Tax Credit (LIHTC) funds are available to assist in the construction of multi-family rental units affordable to extremely low-, low-, and moderate-income households. The program allows investors an annual tax credit over a 10-year period, provided that the housing meets the following minimum low-income occupancy requirements: 20 percent of the units must be affordable to households at 50 percent of area median income (AMI), or 40 percent of the units must be affordable to those at 60 percent of AMI. The total credit over the 10-year period has a present value equally to 70 percent of the qualified construction and rehabilitation expenditures. The tax credit is typically sold to large investors at a syndication</p>	<p>City of Holtville staff will coordinate with prospective developers to pursue tax credits to fund the construction of multi-family rental units in the City as applications are completed</p>	<p>City of Holtville staff, LIHTC and other tax credit funding</p>	<p>City of Holtville, private developers</p>	<p>The City approved various actions in support of the development of Fern Crossing a 44-unit affordable housing project which was approved for LIHTC funding. Certificates of Occupancy are expected to be issued by September 2021.</p> <p>Pine Crossing, another 44-unit affordable housing project approved by the City, is in the process of applying for</p>	<p>Continue</p>

value. These credits are available on a very competitive basis and percentages of units committed to affordability are usually at 100 percent. The City supported developers to pursue tax credits for the construction of affordable units in the city, as evidenced by the Senior Garden Apartments and Orchard View Family Apartments.				LIHTC funding.	
<b>9. Housing Rehabilitation Program</b> The City uses CDBG and HOME funds to address the local housing rehabilitation needs. The Housing Rehabilitation program consists of two components: deferred loans and amortized time pay loans for owner/occupants; and amortized time pay loans for owner/investors. Rehabilitation assistance is only provided to owner/occupants and renters within the targeted income group (households earning up to 80 percent of County median). To qualify for assistance under the rental components of the Housing Rehabilitation program, the units must be within the incorporated city limits and may include mobile home units. The current guidelines are outdated and incorporate minimum limits for the Housing Rehabilitation program that might be restrictive for substantial rehabilitation or reconstruction	The City will review and amend its Housing Rehabilitation program guidelines by the end of 2021. When funding is available, the City will assist approximately five lower-income households over the 2021–2029 planning period. The City will accomplish this goal by pursuing aggressively both funds and applicants for the program. The City will apply to the HCD for CDBG and HOME funds through the state’s annual funding cycle as Notices of Funding Availability are released	CDBG, HOME, and program income	City of Holtville	The City is working to receive a waiver to utilize its Program Income funds. Once approved, the City will utilize these funds for a Housing Rehabilitation Program	Continue



projects. The guidelines should be amended to address current needs, including allowance of room additions to alleviate overcrowding. In order to apprise the public of the rehabilitation program, the City offers brochures in English and Spanish and conducts education outreach through public meetings and door-to-door contact.					
<b>10. Mobile Home Park Assistance (Park Owners)</b> There is one mobile home park within incorporated city limits, Spanish Trails Park and as code enforcement becomes critical, the need for assistance is heightened	The City will provide assistance to mobile home park owners by referring them to the available County mobilehome programs, such as the Owner-Occupied Rehabilitation Program. The City will provide information on the City's website regarding the County's available programs.	City of Holtville	City of Holtville	The City reached out to mobile home park owners and provided information to them regarding the County's CDBG program to assist in housing rehabilitation	Continue
<b>11. Weatherization Program</b> Campesinos Unidos, a local nonprofit organization, is currently providing weatherization services to eligible participants in the city through two programs: 1) the Low Income Home Energy Assistance Program, funded by the state; and 2) a weatherization program funded by Southern California Gas Company. The programs provide services including minor housing envelope repairs, ceiling insulation, low-flow showerheads, weather	The City will assist with improving housing affordability through the reduction of energy costs and promote weatherization services. Specifically, the City will continue to advertise the weatherization program utility bills, as well as provide information on the City's web page and at City Hall. The City will require energy-efficient	State funding, IID, Southern California Gas Company	Campesinos Unidos, City of Holtville	Several programs are available for Holtville residents. The Imperial Irrigation District (IID) continues to offer the Energy Reward Rebate program, which offers assistance with air conditioner replacement and energy-efficiency projects. As of	Continue

## Accomplishments Under the Adopted Housing Element

stripping, water heater blankets and pipe wrap, duct wrap, caulking, and switch and outlet gaskets. The Imperial Irrigation District (IID) makes funds available for air conditioner replacement and energy-efficient projects.	appliances in all City-sponsored housing projects.			2017, approximately 130 households in Holtville participated.  Campesinos Unidos continues to offer weatherization services to the City of Holtville where residents participate. The City will continue to provide information to interested parties	
<b>12. Section 8 Rental Assistance Certificate/Voucher Program</b> The Section 8 Rental Assistance program extends rental subsidies to extremely low- and low-income families and elderly households who spend more than 30 percent of their gross income on housing. The subsidy represents the difference between the excess of 30 percent of the monthly income and the actual rent as approved by HUD. The voucher program is similar to the Section 8 certificate program; however, vouchers permit tenants to locate their own housing, while households receiving certificates must rent units that are listed at the local housing	The IVHA will conserve the 65 existing rent subsidies for very low-income households. The City will support the IVHA's efforts in pursuing additional allocation of Section 8 funds. Support may take the form of providing letters of support to be included in the IVHA's application package to HUD.	HUD Section 8	Imperial Valley Housing Authority	The City continues to support IVHA's effort in pursuing additional allocation for Section 8 funds. IVHA currently has over 800 residents from the City of Holtville on the waiting list for the program. IVHA currently has 60 households utilizing Section 8 Vouchers.	Continue

<p>agency. Unlike the certificate program, voucher recipients are permitted to rent units beyond the federally determined fair market rent in an area, provided the tenant pays the extra rent increment. Rental assistance not only addresses housing affordability but also overcrowding by allowing families which may be “coupling up” to afford their own housing. The Imperial Valley Housing Authority (IVHA) administers the Section 8 Certificate/Voucher Program for Holtville. Currently, 65 lower-income households in Holtville receive Section 8 assistance. The City encourages apartment owners to list their properties with the IVHA as eligible to accept Section 8 tenants, and refers lower-income households to the IVHA for assistance.</p>					
<p><b>13. Preservation of Publicly Assisted Low-Income Housing</b> In order to meet the housing needs of persons of all economic groups in Holtville, the City must guard against the loss of affordable housing units. To that end, the City will keep in regular contact with the owner of the Town and Country Apartments and communicate to the owner the City’s continued interest in working with the owner and nonprofit organizations to preserve the at-risk units as affordable</p>	<p>The City will assist the IVHA as needed if conversion on the 42 existing units is initiated</p>	<p>City of Holtville staff time</p>	<p>City of Holtville, IVHA</p>	<p>The 42 units identified as at risk have not converted to market rate. The City will continue to work to ensure they remain affordable to lower-income households</p>	<p>Continue</p>

to lower-income households. If the owner of Town and Country Apartments files a Request for Prepayment, the City will work with the IVHA to inform tenants of their rights and ownership possibilities					
<b>14. Land Use Plan Update</b> Planning and regulatory actions to achieve adequate housing sites are achieved through the Land Use Element of the General Plan and Zoning Ordinance. The Land Use Element provides for a variety of residential types, ranging from 4 units per acre single-family homes to 20 units per acre apartments and condominiums. As shown in Section IV, the Land Use Plan and Zoning Ordinance provide for adequate sites within city limits to meet the City's share of regional housing needs for the plan period, which has been identified as 171 units for the 2021–2041 period. Furthermore, the City can preplan and prezone the sphere of influence surrounding the city to provide logical direction and growth of the city and strictly prohibit rezoning not in compliance with this Housing Element	The City will continue to monitor its sites inventory on an annual basis to ensure there is adequate land to meet its Regional Housing Needs Allocation	City of Holtville staff time	City of Holtville	The City has recently approved an annexation to accommodate the development of a 43-unit townhouse and multi-family housing project to support low-income households	Continue

## Accomplishments Under the Adopted Housing Element

<p><b>15. Building Code Enforcement</b> The City of Holtville contracts with the City of Imperial to implement Building Code Enforcement throughout the City of Holtville. Code enforcement protects the public's health, safety, welfare, and property value through the enforcement of adopted minimum standards</p>	<p>The City will adopt any updates to the Universal Building Code by 2023 and revise as necessary thereafter. The City of Holtville will continue to ensure all procedures are in line with the building inspector's recommendations. The City will also notify property owners of the City's Housing Rehabilitation program and of any other potential resources that may be available to assist them in the elimination of any unsafe living conditions resulting from structural deterioration.</p> <p>2019 CBC, effective 1/1/20</p> <p>2022 CBC, effective 1/1/22</p>	<p>City of Holtville</p>	<p>City of Holtville</p>	<p>The City adopted the 2019 California Building Code and will review and adopt the 2022 California Building Code before the start of 2023. The City recently hired a building inspector/plan checker to enforce building and housing codes. The City provides information to homeowners subject to code enforcement actions regarding housing improvement assistance programs</p>	<p>Continue</p>
<p><b>16. Homelessness Referral Program</b> The City of Holtville will continue to participate as a member of the Imperial Valley Regional Task Force on Homelessness, which addresses homeless issues countywide through a network of assistance programs and facilities. The task force resource book, which lists available programs and the</p>	<p>The City will continue to participate in the Imperial Valley Regional Task Force on Homelessness and refer individuals as necessary. The City will also have volunteer fliers for the Imperial Valley Continuum of Care Council's annual Point in Time Count</p>	<p>City of Holtville staff time</p>	<p>City of Holtville, Catholic Charities</p>	<p>The City holds an annual meeting and identifies board and commission members to attend and participate.</p> <p>The City also provides homeless individuals with</p>	<p>Continue</p>

## Accomplishments Under the Adopted Housing Element

names and addresses of all participating agencies and shelters, is available to all interested individuals. Catholic Charities is a local referral source to aid against homelessness or for the provision of services including meals, beds, and counseling and other support services	available to the public.			resources that can assist them in the county	
<b>17. Special Needs Residential Land Use Clarification and Zoning Amendment</b> State law requires that the City's Zoning Ordinance give certain considerations to a variety of housing types, including farmworker housing, single room occupancies (SROs), emergency housing, and transitional and supportive housing. Although the Zoning ordinance informally allows these housing types in all residential districts, currently they are not all explicitly specified by name in the ordinance. Concurrently with adoption of this Housing Element, the City will amend its Zoning Ordinance to clarify that the following housing types are allowed in certain residential and agricultural areas as outlined below:  <b>Farmworker Housing</b> California Health and Safety Code Sections 17021.5 and 17021.6 require agricultural employee housing to be permitted by-right, without a	Clarify via an amendment to the City's Zoning Ordinance concurrently with the adoption of this 2014–2021 Housing Element to make explicit provisions for farmworker housing, SROs, transitional and supportive housing, emergency shelters, and housing for persons with disabilities and update the City's definition of family. Develop objective standards to regulate emergency shelters as provided under Senate Bill 2	City of Holtville staff time	City of Holtville	The City adopted ordinance #486 in January 2017 which includes provisions for farmworker housing, supportive housing, transitional housing, emergency shelters, and group homes. The City will update the Zoning Ordinance to single room occupancy (SRO) units.	Delete

<p>conditional use permit, zoning variance, and/or other zoning clearance in single family zones for six or fewer persons and in agricultural zones consisting of no more than 36 beds in a group quarters or 12 units.</p> <p><b>Single Room Occupancy Units</b> SRO units are recognized by the state as a valuable form of affordable private housing for lower-income individuals, seniors, and persons with disabilities. In order to promote the new construction of SROs in Holtville, the City will explicitly identify the residential zones under which SROs are allowed by right.</p> <p><b>Emergency Shelters</b> The City will amend its Zoning Ordinance to clarify that “transitional care facilities” include emergency shelters. Emergency shelters will be subject to the same development and management standards as other permitted uses in R-2 and R-3 Zones, as summarized in the Section III (Constraints) of the Housing Element. In addition, the City will develop written, objective standards for emergency shelters to regulate the following, as permitted under Senate Bill 2:</p>					
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<p>The maximum number of beds/persons permitted to be served nightly</p> <p>Off-street parking based on demonstrated need, but not exceeding parking requirements for other residential or commercial uses in the same zone. exterior and interior on-site waiting and client intake areas</p> <p>The provision of on-site management.</p> <p>The proximity of other emergency shelters, provided that emergency shelters are not the size/location and required to be more than 300 feet apart.</p> <p>The length of stay</p> <p>Lighting</p> <p>Security During hours when the shelter is open</p> <p><b>Transitional and Supportive Housing</b></p> <p>The City will update its Zoning Ordinance to include separate definitions of transitional and supportive housing as defined in Health and Safety Code Sections 50675.2 and 50675.14. Both transitional and supportive housing types will be allowed as a permitted use subject only to the same restrictions on residential uses contained in the same type of structure</p>					
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<p><b>Housing for Persons with Disabilities (Group homes with more than 6 persons)</b></p> <p>Pursuant to the Holtville Zoning Ordinance, housing for persons with disabilities for six persons or less is allowed by right in all residential zones. However, housing for persons with disabilities that contains more than six persons will be subject to the same development and management standards as other permitted uses in R-2 and R-3 Zones, as summarized in Section III (Constraints) of the Housing Element. Parking requirements and the need for accessory structure to accommodate the disabled should not impede the efficient use of these sites.</p>					
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## Accomplishments Under the Adopted Housing Element

<p><b>18. Performance Monitoring Program</b></p> <p>The City has been able to successfully implement programs and reach desired objectives due to active participation from City staff, nonprofit partners, and developers. In order to continue an effective overall housing program, it is essential for the City to conduct a periodic assessment on progress, and report the finding to the legislative body to ensure goals are progressing satisfactorily.</p>	<p>The City will monitor program success and shortfalls on an annual basis, starting April 2016. The report findings will be presented to the Holtville City Council for discussion and action, if necessary.</p>	<p>City of Holtville staff time</p>	<p>City of Holtville staff time</p>	<p>There was no performance monitoring done of the CDBG program during the previous Housing Element period. The City continues to work on completing all past due annual reports.</p>	<p>Continue</p>
<p><b>19. Reasonable Accommodation Procedure</b></p> <p>Develop procedures for reasonable accommodation for housing for persons with disabilities in accordance with fair housing and disability laws and amend the City's Zoning Ordinance to provide for clear rules, policies, procedures, and fees for reasonable accommodation in order to promote equal access to housing. Policies and procedures should identify who may request a reasonable accommodation (i.e., persons with disabilities, family members, landlords, owners, etc.), and these procedures and any fees associated with them should provide relief from the various</p>	<p>The City will adopt a clear procedure for reasonable accommodation requests by June 2017</p>	<p>City of Holtville staff time</p>	<p>City of Holtville</p>	<p>The City reviewed Chapter 17.51 of the Holtville Municipal Code titled "Reasonable Accommodation" adopted via Ordinance #470 and determined that a clear procedure for reasonable accommodation has been established</p>	<p>Delete</p>

## Accomplishments Under the Adopted Housing Element

City land use, zoning, or building regulations that may constrain the housing needs of persons of disabilities.					
<b>20. Conditional Use Permit Process</b> To ensure that the conditional use permit process for multi-family projects within the Downtown A and Downtown B zones does not impact timing, cost, or supply of multi-family development, the City shall continue to monitor the conditional use permit process on multi-family applications to determine whether or not the process impacts the development of multi-family units. During the annual report to the Planning Commission, an assessment shall be made of multi-family projects considered during the year. If it is determined that the conditional use permit process impacts the timing, cost, or supply of multi-family housing, especially affordable projects, the City shall consider eliminating the conditional use process, within six months.	Annually monitor starting June 2017	City of Holtville staff time	City of Holtville	The City recently approved various actions in support of two 44-unit multi-family affordable housing projects in Downtown Holtville. The City's approval process for residential projects in Downtown zones did not impact the timing nor cost. The City will continue to monitor the process as other housing projects are proposed in Downtown Holtville.	Continue
<b>21. Accessory Dwelling Units/Second Units</b> The City will update its Zoning Ordinance to permit second units ministerially (by right) in all single-family residential zones, consistent with Section 65852.2 of the Government Code. In addition, to	Concurrently with the adoption of the Housing Element, ongoing as projects are processed through the Planning Department	City of Holtville staff time	City of Holtville	The City is currently in the process of updating its Zoning Ordinance to allow Accessory Dwelling Units (ADU's by right in	Continue

## Accomplishments Under the Adopted Housing Element

encourage the production of accessory dwelling units, offer incentives such as the reduction of parking requirements, reduction of permit processing time, increase in floor areas, and reduction of setbacks, and promote second units in subdivision development by considering/creating incentives for their production				all single-family residential zones. The Ordinance expected to be adopted no later than September of 2021 dwelling units (ADU's) by right in all single-family residential zones. The City currently interprets the allowance of accessory dwelling units by right to include ADU's	
<b>22. Density Bonus</b> The City will update its Zoning Ordinance to comply with state density bonus law (Government Code Section 65915, as revised).	Concurrently with the adoption of the Housing Element	City of Holtville staff time	City of Holtville staff time	The City amended its Municipal Code to include a new chapter outlining density bonus requirements and incentives consistent with State Law. The amendment was completed in 2017	Delete

## VII. HOUSING PLAN

Sections II through IV of this Housing Element establish the housing needs, constraints, and opportunities in Holtville. Section V reviews the prior planning period's performance and evaluates the effectiveness of the implemented housing programs during that period. These findings help identify new or continuing challenges in meeting the housing needs of the community. The Housing Plan presented in this section sets forth the City's goals, policies, and programs to mitigate some of these challenges and effectively address Holtville's identified housing needs for the 2021–2029 planning period.

### A. Housing Issues

Housing construction has generally not kept pace with household growth in Holtville during the last two decades. The lack of housing opportunities has contributed to the overall housing challenges faced in the community today: insufficient housing stock and lack of affordability in particular to extremely low and very low-income households. The 2021–2029 Housing Element plan establishes goals, policies, and objectives to address the critical issues that pose a significant constraint against maintaining a well-balanced community.

### B. Housing Goals and Policies

The following are the goals and policies established by the City of Holtville to address the identified issues. These goals and policies will establish the framework under which targeted programs will be implemented in order to meet the desired objectives.

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**GOAL 1: ATTRACT AND SUPPORT QUALITY SINGLE-FAMILY HOUSING DEVELOPMENT IN ORDER TO MEET THE HOMEOWNERSHIP OPPORTUNITY NEEDS OF HOLTVILLE RESIDENTS AT ALL ECONOMIC LEVELS.**

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- Policy 1.1:** Pursue funding mechanisms to assist people of all economic segments in obtaining homeownership goals.
- Policy 1.2:** Encourage density bonus and other regulatory incentives for single-family units that provide for lower-income household integration.
- Policy 1.3:** Work with for-profit and nonprofit housing developers as well as public agencies to expand housing opportunities in the city.

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**GOAL 2: ENCOURAGE AND PROMOTE HOUSING DIVERSITY THROUGH A VARIETY OF HOUSING TYPES, INCLUDING NEW AND INNOVATIVE DESIGNS BY REMOVING GOVERNMENTAL CONSTRAINTS WHERE FEASIBLE WHILE MAINTAINING QUALITY STANDARDS, SAFETY, AND A SATISFYING LIVING ENVIRONMENT FOR ALL INCOME LEVELS AND SEGMENTS OF THE COMMUNITY.**

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- Policy 2.1:** Promote mixed-use housing integration with commercial activities in the downtown area of Holtville for target groups such as small business owners, elderly households, and single person households.
- Policy 2.2:** Encourage new and innovative residential designs and building techniques for residential development.
- Policy 2.3:** Provide flexibility in zoning regulations and design standards, such as parking reduction or reduced parking space dimensions, for new downtown residential development.
- Policy 2.4:** Encourage and provide incentives for the development of large family units (with three or more bedrooms) as part of residential development projects.
- Policy 2.5:** Facilitate the development of good quality housing with adequate amenities through planned unit developments.
- Policy 2.6:** Periodically review City regulations, ordinances, and residential fees to ensure that they do not unduly constrain housing development.

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**GOAL 3: CONSERVE AND IMPROVE THE EXISTING AFFORDABLE HOUSING STOCK IN CONFORMANCE WITH ADOPTED STANDARDS AND SUPPORT PUBLIC AND PRIVATE EFFORTS IN MAINTAINING, REINVESTING IN, AND UPGRADING THE EXISTING HOUSING SUPPLY.**

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- Policy 3.1:** Maintain and enhance a proactive housing rehabilitation program and continue to seek additional funding.
- Policy 3.2:** Support preservation of mobile home parks that are in conformance with the applicable land use and encourage reinvestment to prevent physical deterioration.
- Policy 3.3** Support the preservation of subsidized public housing.
- Policy 3.4:** Support and where feasible provide financing mechanism to lower-income households for room additions to alleviate overcrowding.
- Policy 3.5:** Monitor housing conditions to identify units in need of rehabilitation before substantial rehabilitation or demolition is required.

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**GOAL 4: ENCOURAGE THE PROACTIVE AND PLANNED GROWTH OF THE CITY BY DESIGNATING AND PRESERVING SUITABLE SITES FOR RESIDENTIAL DEVELOPMENT IN RELATION TO JOB OPPORTUNITIES AND/OR ACCESS TO PUBLIC INFRASTRUCTURE AND FACILITIES.**

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- Policy 4.1:** Maximize the use of vacant land in the city and land contiguous to the current city limits for housing to reduce the cost of infrastructure facilities (water, sewer, streets, etc.) while controlling congestion and providing good access.

- Policy 4.2:** Ensure tentative subdivision maps are adequately reviewed for consistency with land use, circulation, emergency access, and availability of necessary public services and facilities.
- Policy 4.3:** Protect the existing residential zones by prohibiting the rezoning of residential land use designations from residential to nonresidential land uses unless an equally comparable site will be exchanged.
- Policy 4.4:** Ensure that all residential development is consistent with this Housing Element, adopted City ordinances, and development standards.
- Policy 4.5:** Maintain an inventory of vacant and underutilized sites available for future housing development.

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**GOAL 5: ENSURE THE PROVISION OF DECENT HOUSING AND A SUITABLE LIVING ENVIRONMENT FOR ALL RESIDENTS BY ACTIVELY ENFORCING APPLICABLE STANDARDS ON PROPOSED AND EXISTING DEVELOPMENT IN CONFORMANCE TO THE ADOPTED CODES TO ENSURE SAFE LIVING CONDITIONS AND THE PROTECTION OF HEALTH, SAFETY, AND GENERAL WELFARE OF ALL HOLTVILLE RESIDENTS.**

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- Policy 5.1:** Support neighborhood preservation programs, such as graffiti abatement, nuisance abatement, and trash and debris removal.
- Policy 5.2:** Ensure that an adequate termination process of nonconforming residential land uses is enforced for the health, safety and general welfare of all Holtville residents.
- Policy 5.3:** Eliminate, through building code enforcement, unsafe living conditions that endanger the health, safety, and general welfare of Holtville residents.

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**GOAL 6: PROMOTE AND SUPPORT EQUAL HOUSING OPPORTUNITIES FOR ALL RESIDENTS IN HOLTVILLE REGARDLESS OF AGE, SEX, RACE, MARITAL STATUS, ETHNIC BACKGROUND, INCOME AND OTHER ARBITRARY FACTORS AND MAINTAIN AN ADEQUATE MONITORING SYSTEM FOR HOUSING GOAL ATTAINMENT.**

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- Policy 6.1:** Support equal housing opportunities for all residents regardless of age, sex, race, marital status, ethnic background, income, or other such arbitrary factors.
- Policy 6.2:** Promote equal housing laws, housing programs, and resources through educational and marketing material made available at City Hall and the City public library.
- Policy 6.3:** Monitor housing conditions, housing complaints, policy compliance, and housing goal attainment by preparing a yearly report on finding and progress.

### **C. Housing Programs**

The goals and policies in the Housing Element address the identified housing needs and issues determined under the overall assessment. The objectives may be obtained through the implementation of a series of programs targeting these issues. Housing programs define the specific actions the City will undertake to implement the specific goals. Each program is then assigned

qualitative and quantitative objectives. In order to make adequate provisions for the housing needs of all economic segments of the community, the programs shall do the following where appropriate:

- Identify adequate sites that are available, through zoning and development standards, for a range of housing types to meet the community's housing goals.
- Assist in the development of housing affordable to low- and moderate-income households.
- Address and, where appropriate and legally possible, remove governmental constraints on the maintenance, improvement, and development of housing.
- Conserve and improve the condition of existing affordable housing stock.
- Promote equal housing opportunity.
- Preserve the assisted housing developments identified for lower-income households.

Housing programs include both current City efforts that were successful during the prior planning period, and new programs that might replace unavailable resources or that can better address the City's unmet housing needs. This section provides a description of each housing program, program objectives, financing, implementation agency, and time frame for implementation. **Table 47 – Housing Program Summary**, found at the end of this section, provides an overview of the 20 programs incorporated into this Housing Plan.

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**GOAL 1: ATTRACT AND SUPPORT QUALITY SINGLE-FAMILY HOUSING DEVELOPMENT IN ORDER TO MEET THE HOMEOWNERSHIP OPPORTUNITY NEEDS OF HOLTVILLE RESIDENTS AT ALL ECONOMIC LEVELS.**

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Homeownership opportunities have remained a challenge due to the lack of single-family housing development. The lack of available housing for purchase coupled with the high market value of the housing that is available has significantly limited homeownership opportunities in the city. Homeownership opportunities affordable to the city's very low- and low-income households are an even greater challenge. The City's policy is to encourage the development of single-family units, targeting large families (with three or more bedrooms), to address not only homeownership opportunities but the needs of large families to alleviate overcrowding. The following programs attempt to address the overall need for the development of additional affordable housing in Holtville.

**1. First-Time Homebuyer Program**

A First-Time Homebuyer program provides financial assistance through loans and/or grants to help buyers with down payments, closing costs, mortgage insurance premiums, and/or with a silent second trust deed. Through the First-Time Homebuyer program the City of Holtville will use HOME funds to assist low-income households (80 percent or less than the County median).



**2021–2029 Program Objective and Time Frame:** The City will apply for USDA funds and if awarded the City will continue to implement the First-Time Homebuyer program and will assist five households during the 2021–2029 planning period. If USDA funds are awarded the City will hold workshops with the USDA for first-time homebuyers.

**Program Financing:** City of Holtville staff time and USDA

**Responsible Agency:** City of Holtville

## 2. Self-Help Housing Program

The California Self-Help Housing Program is designed to assist low- and moderate-income households. These services include training and supervision of self-help builders; loan packaging; counseling households to build or rehabilitate their own homes by providing technical assistance grants to nonprofit corporations and local governments to provide administrative and supportive services for self-help housing workshops; and office costs associated with self-help housing projects. The California Self-Help Housing Program also provides informational assistance to self-help housing organizations, such as conferences on self-help housing, information on housing finance sources, and workshops on energy-efficient housing.

A number of organizations offer loans and/or grants for the construction of self-help housing. These include the California Housing Finance Agency (CHFA), Bank of America Community Development Bank, the Housing Assistance Council, and Self-Help Enterprises. Funding application cycles differ for each program. Campesinos Unidos and the Coachella Valley Housing Coalition are the only local nonprofits which have engaged in these types of projects, but Campesinos Unidos has since discontinued the self-help program in 2007; although considerations for reestablishment are in progress, no commitment from the nonprofit has been made.

**2021–2029 Program Objective and Time Frame:** The City will contact Campesinos Unidos and any nonprofits outside the region that participate in self-help projects that may be interested in pursuing a local project at least every two years during the planning period. Once interested nonprofit developers are identified, the City will support and assist in the applications for funding.

**Program Financing:** City of Holtville staff time, HCD, self-help “equity”

**Responsible Agency:** City of Holtville, nonprofit corporations

## 3. RHS Housing and Community Facilities Programs, (Section 502) Direct Loans

Under the Direct Loan program, individuals or families receive financial assistance directly from the Housing and Community Facilities Programs (HCFP) in the form of a home loan at an affordable interest rate. Most loans made under the Direct Loan program are to families with incomes below 80 percent of the median income level in the communities where they reside. Because HCFP is able to provide loans to those who typically do not qualify for a conventional loan, the HCFP Direct Loan program enables

many more people to buy homes that might otherwise be possible. Direct loans may be made for the purchase of an existing home or for new home construction.

**2021–2029 Program Objective and Time Frame:** When funding is available, the City will work with HCFP administrators to promote the Direct Loan program to local residents and developers in order to increase the homeownership opportunities of lower-income households. The City will work toward a goal of providing home loans through the HCFP to five households during the planning period. The City will promote the program by providing brochures at City Hall and the public library.

**Program Financing:** RHS Housing and Community Facilities Programs, staff time

**Responsible Agency:** City of Holtville, USDA, and private developers

#### 4. **RHS Housing and Community Facilities Programs, (Section 502) Guaranteed Loan**

Under the Guaranteed Loan program, the Housing and Community Facilities Programs guarantees loans made by private sector lenders. A loan guarantee through HCFP means that, should the individual borrower default on the loan, HCFP will pay the private financier for the loan. The individual works with the private lender and makes his or her payments to that lender. Under the terms of the program, an individual or family may borrow up to 100 percent of the appraised value of the home, which eliminates the need for a down payment. Since a common barrier to owning a home for many low-income people is the lack of funds to make a down payment, the availability of the loan guarantees from HCFP makes owning a home viable to a larger percentage of Americans.

**2021–2029 Program Objective and Time Frame:** The City will work with HCFP administrators to promote the Guaranteed Loan program to local residents and developers in order to increase the homeownership opportunities of lower-income households. Within six months of adoption of this element, the City will meet with HCFP administrators and obtain information program brochures for residents and interested developers that can be distributed through the mail. The City will work toward a goal of providing home loan guarantees through the HCFP to five households during the planning period. In addition, brochures will be made available at City Hall and the public library.

**Program Financing:** Rural Development Housing and Community Facilities Programs, staff time

**Responsible Agency:** City of Holtville, USDA, and private developers

#### 5. **Pursue Key Federal Funding Sources for Affordable Housing**

Successful implementation of housing programs to create affordable housing will depend on a community's ability to pursue additional funding sources. This program focuses on the two funding sources (CDBG and HOME) that are most pertinent to Holtville; however, the City may have to go beyond these programs to pursue housing subsidies. HCD administers the federal CDBG program for nonentitlement cities and counties; Holtville is eligible to apply to HCD for general CDBG allocation. Under the HOME program, HUD will award funds to localities on the basis of a formula that takes into

account the tightness of the local housing market, inadequate housing, poverty, and housing production costs. HOME funding is provided to jurisdictions to assist either rental housing or homeownership through acquisition, site improvements, and other expenses related to the provision of affordable housing, or to assist with projects that serve a group identified as having special needs related to housing. The local jurisdiction must make matching contributions to affordable housing under HOME. The HOME and CDBG programs are awarded on a competitive basis.

**2021–2029 Program Objective and Time Frame:** Once every two years between 2014 and 2021, the City will support or pursue additional funding sources for affordable housing development in the city. Efforts and successes will be incorporated into the City’s annual reports.

**Program Financing:** City of Holtville staff time, CDBG and HOME funds

**Responsible Agency:** City of Holtville

## 6. Housing for Extremely Low-Income Households

The City will encourage the development of housing for extremely low-income households through a variety of activities such as coordinating with potential housing developers, providing financial assistance (when feasible) or in-kind technical assistance or land write-downs, providing expedited processing, identifying grant and funding opportunities, applying for or supporting applications for funding on an ongoing basis, considering local funding, and/or offering additional incentives beyond the density bonus.

**2021–2029 Program Objective and Time Frame:** Upon developer interest, the City will apply for funding as Notices of Funding Availability are released and will provide assistance as projects are processed through the Planning Department. Annually reach out to potential developers starting in June 2022.

**Program Financing:** City of Holtville staff time, CDBG and HOME funds

**Responsible Agency:** City of Holtville

## 7. Provide Assistance for Persons with Developmental Disabilities

The City will work with the San Diego Regional Center and Imperial Valley ARC to implement an outreach program that informs families in the city about housing and services available for persons with developmental disabilities. The program could include the development of an informational brochure and directing people to service information on the City’s website.

**2021–2029 Program Objective and Time Frame:** The City will develop an outreach program within one year of adopting the Housing Element to assist persons with development disabilities and implement the program within 6 months after it is developed.

**Program Financing:** City of Holtville staff time

**Responsible Agency:** City of Holtville

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**GOAL 2: ENCOURAGE AND PROMOTE HOUSING DIVERSITY THROUGH A VARIETY OF HOUSING TYPES, INCLUDING NEW AND INNOVATIVE DESIGNS BY REMOVING GOVERNMENTAL CONSTRAINTS WHERE FEASIBLE AND WHILE MAINTAINING QUALITY STANDARDS, SAFETY AND A SATISFYING LIVING ENVIRONMENT FOR ALL INCOME LEVELS AND SEGMENTS OF THE COMMUNITY.**

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The high demand for housing and the lack of housing supply significantly impact housing affordability. The city has had isolated housing development, particularly in multi-family units. Single-family development has remained stagnant for the last two decades. This lack of single-family development has prevented diversification in housing types, size of units, and price ranges.

## **8. Tax Credit Rental Projects**

Low Income Housing Tax Credit (LIHTC) funds are available to assist in the construction of multi-family rental units affordable to extremely low-, low-, and moderate-income households. The program allows investors an annual tax credit over a 10-year period, provided that the housing meets the following minimum low-income occupancy requirements: 20 percent of the units must be affordable to households at 50 percent of area median income (AMI), or 40 percent of the units must be affordable to those at 60 percent of AMI. The total credit over the 10-year period has a present value equally to 70 percent of the qualified construction and rehabilitation expenditures. The tax credit is typically sold to large investors at a syndication value. These credits are available on a very competitive basis and percentages of units committed to affordability are usually at 100 percent. The City supported developers to pursue tax credits for the construction of affordable units in the city, as evidenced by the Senior Garden Apartments, Fern Apartments and Orchard View Family Apartments.

**2021–2029 Program Objective and Time Frame:** City of Holtville staff will coordinate with prospective developers to pursue tax credits to fund the construction of multi-family rental units in the City as applications are completed.

**Program Funding:** City of Holtville staff, LIHTC and other tax credit funding

**Responsible Agency:** City of Holtville, private developers

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**GOAL 3: CONSERVE AND IMPROVE THE EXISTING AFFORDABLE HOUSING STOCK IN CONFORMANCE WITH ADOPTED STANDARDS AND SUPPORT PUBLIC AND PRIVATE EFFORTS IN MAINTAINING, REINVESTING IN, AND UPGRADING THE EXISTING HOUSING SUPPLY.**

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Maintaining Holtville’s older housing is vital to conserve the overall quality of housing in the community. The 2019 United States Census American Community Survey estimates that approximately 94 percent of the existing housing stock is over 30 years old. A housing condition windshield survey conducted in April 2008 identified 83 housing units within the incorporated city limits as needing substantial rehabilitation or replacement due to their dilapidated conditions. Households with limited income or who overpay for housing are less likely to have the discretionary income needed to upkeep and maintain their homes.

**Housing Rehabilitation Program**

The City uses CDBG and HOME funds to address the local housing rehabilitation needs. The Housing Rehabilitation program consists of two components: deferred loans and amortized time pay loans for owner/occupants; and amortized time pay loans for owner/investors. Rehabilitation assistance is only provided to owner/occupants and renters within the targeted income group (households earning up to 80 percent of County median). To qualify for assistance under the rental components of the Housing Rehabilitation program, the units must be within the incorporated city limits and may include mobile home units. The current guidelines are outdated and incorporate minimum limits for the Housing Rehabilitation program that might be restrictive for substantial rehabilitation or reconstruction projects. The guidelines should be amended to address current needs, including allowance of room additions to alleviate overcrowding. In order to apprise the public of the rehabilitation program, the City offers brochures in English and Spanish and conducts education outreach through public meetings and door-to-door contact.

**2021–2029 Program Objective and Time Frame:** The City will review and amend its Housing Rehabilitation program guidelines by the end of 2021. When funding is available, the City will assist approximately five lower-income households over the 2021–2029 planning period. The City will accomplish this goal by pursuing aggressively both funds and applicants for the program. The City will apply to the HCD for CDBG and HOME funds through the state’s annual funding cycle as Notices of Funding Availability are released.

**Program Financing:** CDBG, HOME, and program income

**Responsible Agency:** City of Holtville

**9. Mobile Home Park Assistance (Park Owners)**

There is one mobile home park within incorporated city limits, Spanish Trails Park and as code enforcement becomes critical, the need for assistance is heightened.

**2021–2029 Program Objective and Time Frame:** The City will provide assistance to mobile home park owners by referring them to the available County mobilehome programs, such as the Owner-Occupied Rehabilitation Program. The City will provide information on the City’s website regarding the County’s available programs.

**Program Financing:** City of Holtville

**Responsible Agency:** City of Holtville

#### 10. Weatherization Program

Campeños Unidos, a local nonprofit organization, is currently providing weatherization services to eligible participants in the city through two programs: 1) the Low Income Home Energy Assistance Program, funded by the state; and 2) a weatherization program funded by Southern California Gas Company. The programs provide services including minor housing envelope repairs, ceiling insulation, low-flow showerheads, weatherstripping, water heater blankets and pipe wrap, duct wrap, caulking, and switch and outlet gaskets. The Imperial Irrigation District (IID) makes funds available for air conditioner replacement and energy-efficient projects.

**2021–2029 Program Objective and Time Frame:** The City will assist with improving housing affordability through the reduction of energy costs and promote weatherization services. Specifically, the City will continue to advertise the weatherization program utility bills, as well as provide information on the City’s web page and at City Hall. The City will require energy-efficient appliances in all City-sponsored housing projects.

**Program Financing:** State funding, IID, Southern California Gas Company

**Responsible Agency:** Campeños Unidos, City of Holtville

#### 11. Section 8 Rental Assistance Certificate/Voucher Program

The Section 8 Rental Assistance program extends rental subsidies to extremely low- and low-income families and elderly households who spend more than 30 percent of their gross income on housing. The subsidy represents the difference between the excess of 30 percent of the monthly income and the actual rent as approved by HUD. The voucher program is similar to the Section 8 certificate program; however, vouchers permit tenants to locate their own housing, while households receiving certificates must rent units that are listed at the local housing agency. Unlike the certificate program, voucher recipients are permitted to rent units beyond the federally determined fair market rent in an area, provided the tenant pays the extra rent increment. Rental assistance not only addresses housing affordability but also overcrowding by allowing families which may be “coupling up” to afford their own housing. The Imperial Valley Housing Authority (IVHA) administers the Section 8 Certificate/Voucher Program for Holtville. Currently, 65 lower-income households in Holtville receive Section 8 assistance. The City encourages apartment owners to list their properties with the IVHA as eligible to accept Section 8 tenants, and refers lower-income households to the IVHA for assistance.

**2021–2029 Program Objective and Time Frame:** The IVHA will conserve the 65 existing rent subsidies for very low-income households. The City will support the IVHA’s efforts in pursuing additional allocation of Section 8 funds. Support may take the form of providing letters of support to be included in the IVHA’s application package to HUD.

**Program Financing:** HUD Section 8

**Responsible Agency:** Imperial Valley Housing Authority

## 12. Preservation of Publicly Assisted Low-Income Housing

In order to meet the housing needs of persons of all economic groups in Holtville, the City must guard against the loss of affordable housing units. To that end, the City will keep in regular contact with the owner of the Town and Country Apartments and communicate to the owner the City’s continued interest in working with the owner and nonprofit organizations to preserve the at-risk units as affordable to lower-income households. If the owner of Town and Country Apartments files a Request for Prepayment, the City will work with the IVHA to inform tenants of their rights and ownership possibilities.

**2021–2029 Program Objective and Time Frame:** The City will assist the IVHA as needed if conversion on the 42 existing units is initiated.

**Program Financing:** City of Holtville staff time

**Responsible Agency:** City of Holtville, IVHA

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**GOAL 4: ENCOURAGE THE PROACTIVE AND PLANNED GROWTH OF THE CITY BY DESIGNATING AND PRESERVING SUITABLE SITES FOR RESIDENTIAL DEVELOPMENT IN RELATION TO JOB OPPORTUNITIES AND/OR ACCESS TO PUBLIC INFRASTRUCTURE AND FACILITIES.**

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An essential element in satisfying the housing needs of all segments of the community is with the provision of adequate sites for housing. This is an important function of both the Zoning Ordinance and the Land Use Plan under the General Plan. Residential land in the City of Holtville is substantially built-out, with little or no vacant land available for development of any type. Most of the vacant land within the incorporated city limits is commercially zoned property along a major arterial. The existing uses and high traffic volume along this arterial make residential development incompatible. The lack of available and suitable sites for residential development has caused the City to rely on annexations to meet the community’s housing needs through the year 2025. The City strategically reclassified land use in the contiguous unincorporated areas for residential development in efforts to facilitate annexation, orderly development, and the availability or accessibility of public services and infrastructure and is adopting the following programs to further objectives in preserving suitable sites for residential development.

## 13. Land Use Plan Update

Planning and regulatory actions to achieve adequate housing sites are achieved through the Land Use Element of the General Plan and Zoning Ordinance. The Land Use Element provides for a variety of residential types, ranging from 4 units per acre single-family homes to 20 units per acre apartments and condominiums. As shown in Section IV, the Land Use Plan and Zoning Ordinance provide for adequate sites within city limits to meet the City’s share of regional housing needs for the plan period, which has been identified as 171 units for the 2021–2029 period. Furthermore, the City can preplan and prezone the sphere of influence surrounding the city to provide logical direction and growth of the city and strictly prohibit rezoning not in compliance with this Housing Element.

**2021–2029 Program Objective and Time Frame:** The City will continue to monitor its sites inventory on an annual basis to ensure there is adequate land to meet its Regional Housing Needs Allocation.

**Program Financing:** City of Holtville staff time

**Responsible Agency:** City of Holtville

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**GOAL 5: ENSURE THE PROVISION OF DECENT HOUSING AND A SUITABLE LIVING ENVIRONMENT FOR ALL RESIDENTS BY ACTIVELY ENFORCING APPLICABLE STANDARDS ON PROPOSED AND EXISTING DEVELOPMENT IN CONFORMANCE TO THE ADOPTED CODES TO ENSURE SAFE LIVING CONDITIONS AND THE PROTECTION OF HEALTH, SAFETY, AND GENERAL WELFARE OF ALL HOLTVILLE RESIDENTS.**

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Many factors can contribute to unsafe living conditions or an unsuitable living environment, ranging from dilapidated housing in significant need of repair to incompatible and unsafe land uses next to one another. It is essential that the City of Holtville enforce its development standards on existing and proposed development to protect the health, safety, and general welfare of its residents.

#### 14. Building Code Enforcement

The City of Holtville’s Building Inspector/Plan Checker will enforce building and zoning codes throughout the City of Holtville. Code enforcement protects the public’s health, safety, welfare, and property value through the enforcement of adopted minimum standards.

**2021–2029 Program Objective and Time Frame:** The City will adopt updates to the California Building Code for adoption prior to 2023 and revise as necessary thereafter. The City of Holtville will continue to ensure development standards are met. The City will also notify property owners of the City’s Housing Rehabilitation program and of any other potential resources that may be available to assist them in the elimination of any unsafe living conditions resulting from structural deterioration.

**Program Financing:** City of Holtville

**Responsible Agency:** City of Holtville



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**GOAL 6: PROMOTE AND SUPPORT EQUAL HOUSING OPPORTUNITIES FOR ALL RESIDENTS IN HOLTVILLE REGARDLESS OF AGE, SEX, RACE, MARITAL STATUS, ETHNIC BACKGROUND, INCOME AND OTHER ARBITRARY FACTORS AND MAINTAIN AN ADEQUATE MONITORING SYSTEM FOR HOUSING GOAL ATTAINMENT.**

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The provision of safe and decent housing is a statewide goal for the benefit of all residents regardless of age, sex, race, marital status, ethnic background, or income, or other arbitrary factors. The City of Holtville has the authority to exercise its police power for the public health, public safety, and general welfare, to ensure equal opportunity to all persons to live in decent housing facilities, and, to that end, prohibit discrimination in housing by any individual(s) or agency. Every resident of the community has a right to file a complaint with the City Clerk if he or she has been aggrieved.

### 15. Fair Housing

The California Rural Legal Assistance (CRLA) organization in El Centro provides arbitration for private housing disputes for extremely low- and low-income households in Imperial County. The CRLA is funded through the Federal Legal Services Corporation and State IOLTA Trust Fund operated by the California Bar Association. The CRLA has established a Community Advisory Council with one member from each community; the community member must be low income and a former or present client of the CRLA. The Civil Rights Division of HUD also provides educational brochures and posters, answers questions, and investigates fair housing complaints.

**2021–2029 Program Objective and Time Frame:** The City will continue to refer fair housing complaints to the CRLA or the Civil Rights Division of HUD as appropriate and will continue to promote equal housing laws, housing programs, and resources through educational and marketing material made available at City Hall and the City public library.

**Program Financing:** City of Holtville staff time

**Responsible Agency:** City of Holtville, CRLA, HUD

### 16. Homelessness Referral Program

The City of Holtville will continue to participate as a member of the Imperial Valley Regional Task Force on Homelessness, which addresses homeless issues countywide through a network of assistance programs and facilities. The task force resource book, which lists available programs and the names and addresses of all participating agencies and shelters, is available to all interested individuals. Catholic Charities is a local referral source to aid against homelessness or for the provision of services including meals, beds, and counseling and other support services.

**2014–2021 Program Objective and Time Frame:** The City will continue to participate in the Imperial Valley Regional Task Force on Homelessness and provide volunteer notices to residents for the Imperial Valley Continuum of Care Councils' annual Point in Time Count.

**Program Financing:** City of Holtville staff time

**Responsible Agency:** City of Holtville, Catholic Charities

#### 17. Performance Monitoring Program

The City has been able to successfully implement programs and reach desired objectives due to active participation from City staff, nonprofit partners, and developers. In order to continue an effective overall housing program, it is essential for the City to conduct a periodic assessment on progress, and report the finding to the legislative body to ensure goals are progressing satisfactorily.

**2021–2029 Program Objective and Time Frame:** The City will monitor program success and shortfalls on an annual basis, starting April 2022. The report findings will be presented to the Holtville City Council for discussion and action, if necessary.

**Program Financing:** City of Holtville staff time

**Responsible Agency:** City of Holtville

#### 18. Conditional Use Permit Process

To ensure that the conditional use permit process for multi-family projects within the Downtown A and Downtown B zones does not impact timing, cost, or supply of multi-family development, the City shall continue to monitor the conditional use permit process on multi-family applications to determine whether or not the process impacts the development of multi-family units. During the annual report to the Planning Commission, an assessment shall be made of multi-family projects considered during the year. If it is determined that the conditional use permit process impacts the timing, cost, or supply of multi-family housing, especially affordable projects, the City shall consider eliminating the conditional use process, within six months.

**2021–2029 Program Objective and Time Frame:** Annually monitor starting June 2022.

**Program Financing:** City of Holtville staff time

**Responsible Agency:** City of Holtville

#### 19. Accessory Dwelling units/Second Units

The City will update its Zoning Ordinance to permit second units ministerially (by right) in all single-family residential zones, consistent with Section 65852.2 of the Government Code. In addition, to encourage the production of accessory dwelling units, offer incentives such as the reduction of parking requirements, reduction of permit processing time, increase in floor areas, and reduction of setbacks, and promote second units in subdivision development by considering/creating incentives for their production.

**2021–2029 Program Objective and Time Frame:** Concurrently with the adoption of the Housing Element, the City will evaluate its second unit ordinance for compliance with Government Code Section 65852.2 and make changes as appropriate, including making provisions for converting existing space to second units and revising findings of approval to be ministerial (e.g., neighborhood character) and ongoing technical assistance as projects are processed through the Planning Department.

**Program Financing:** City of Holtville staff time

**Responsible Agency:** City of Holtville

**TABLE 48**  
**2021–2029 HOUSING PROGRAM SUMMARY**

Housing Program	8-Year Objective	Funding Source	Responsible Agency
<b>GOAL #1 Attract and Support Quality Single-Family Housing</b>			
First-Time Homebuyer Program Provide financial assistance to lower-income first-time homebuyers.	Implement the First Time Homebuyer program and assist five households.	City of Holtville staff time and USDA	City of Holtville
Self-Help Housing Program Housing construction cost subsidies through technical assistance of low- and moderate-income self-help builders.	Contact nonprofit organizations who participate in self-help projects and assist or support when there's interest in applying for funding.	City of Holtville staff time, HCD, self-help "equity"	City of Holtville, Nonprofit organizations
RHS Housing & Community Facilities Programs (Section 502) Direct Loans Direct financial assistance from HCFP in the form of a home loan for lower-income households.	Work with HCFP administrators to promote and make use of the Direct Loan program to five local residents and/or developers.	City of Holtville staff time HCFP administration	City of Holtville, USDA, and developers
RHS Housing & Community Facilities Programs (Section 502) Guaranteed Loan Guarantees loans made by private lenders.	Work with HCFP administrators to promote and use the Guaranteed Loan program for five local residents and/or developers.	City of Holtville staff time HCFP administration	City of Holtville, USDA, and developers

Housing Program	8-Year Objective	Funding Source	Responsible Agency
Pursue Key Federal Funding Sources for Affordable Housing Pursue funding sources to subsidize housing development and affordability.	On a biennial basis, support or pursue additional funding sources from state or federal agency programs.	City of Holtville staff time, CDBG, and HOME	City of Holtville
Housing for Extremely Low-Income Households Coordinate with potential housing developers to provide assistance.	Upon developer interest support or pursue additional funding sources from state or federal agency programs.	City of Holtville staff time, CDBG and HOME funds	City of Holtville
Provide Assistance for Persons with Developmental Disabilities Develop an informational brochure.	Development of outreach program within one year of adopting the Housing Element.	City of Holtville staff time	City of Holtville

**GOAL #2 Encourage and Promote Housing Diversity**

Tax Credit Rental Projects Support developers to pursue California tax credits (LIHTC) subsidies for the construction of affordable multi-family housing units.	Coordinate with and support prospective developers in pursuit of tax credits to fund the construction of multi-family rent units.	City of Holtville staff time, LIHTC funding	City of Holtville, private developers
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**GOAL #3 Conserve and Improve the Existing Affordable Housing Stock**

Housing Rehabilitation Program Rehabilitate and improve substandard housing of lower-income households through low-interest loans or grants.	Review and amend the Housing Rehabilitation program guidelines by the end of 2021 and target assistance to five lower-income households.	CDBG, HOME, and program income	City of Holtville
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Housing Program	8-Year Objective	Funding Source	Responsible Agency
J. Mobile Home Park Assistance Refer owners to available County Programs to assist in code compliance and mobile home maintenance.	Refer interested owner to any available County programs.	City of Holtville	City of Holtville
L. Weatherization Program Provide weatherization services to eligible participants in the city for energy conservation and housing cost reduction.	Advertise the weatherization program in utility bills, on the City's website, and at City Hall.	State funding, IID, Southern California Gas Company	City of Holtville, Campesinos Unidos
2. Section 8 Rental Assistance Certificate/Voucher Program Rental subsidies to very low-income households that spend over 30% of their income on rent.	Conserve the 65 existing rent subsidies for very low-income households and support IVHA's efforts in pursuing Section 8 funds.	HUD Section 8	Imperial Valley Housing Authority
3. Preservation of Publicly Assisted Low Income Housing Monitor publicly assisted and subsidized housing to ensure affordability is maintained for lower-income households.	Maintain regular contact with the owner of Town and Country Apartments to determine the status of the building with respect to prepayment options.	City of Holtville staff time	City of Holtville, IVHA

**GOAL #4 Encourage Proactive and Planned Growth of the City**

1. Land Use Plan Update Evaluate existing and proposed residential land use designations to provide for a variety of residential types and densities.	Continue to monitor the city's sites inventory to ensure capacity to meet the regional housing need by income group.	City of Holtville staff time	City of Holtville
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**GOAL #5 Ensure the Provision of Decent Housing and A Suitable Living Environment for All Residents**

Housing Program	8-Year Objective	Funding Source	Responsible Agency
5. Building Code Enforcement Implements Building Code Enforcement throughout the City of Holtville for public health and safety.	The City will adopt updates to the California Building Code for adoption prior to 2020 and revise as necessary thereafter. The City of Holtville will continue to ensure development standards are met.	City of Holtville staff time	City of Holtville

**GOAL #6 Promote and Support Equal Housing Opportunities for All Residents in Holtville**

5. Fair Housing Provides for arbitration services for private housing disputes for low-income households.	Refer housing complaints and promote equal housing laws and housing programs and resource availability.	City of Holtville staff time	City of Holtville, CRLA, HUD
7. Homeless Referral Program Addresses homeless issues through a network of assistance programs, services, and facilities.	Participate in the Imperial Valley Regional Task Force on Homelessness and provide volunteer fliers for the Imperial Valley Continuum of Care Commission's annual Point in Time Count.	City of Holtville staff time	City of Holtville, Catholic Charities
3. Performance Monitoring Program Monitors adopted housing programs and provides for the periodic reporting toward reaching desired housing objectives.	Monitor program success and shortfalls on an annual basis and report findings to City Council for action as needed.	City of Holtville staff time	City of Holtville
8. Conditional Use Permit Process Monitor the conditional use permit process on multi-family applications to determine whether or not the process impacts the development of multi-family units.	Annually monitor the conditional use permit process to ensure it does not pose a constraint to the development of housing.	City of Holtville staff time	City of Holtville
9. Second Units Permit second units ministerially (by right) in all single-family residential zones,	Amend the Zoning Ordinance to permit second units in accordance with state law.	City of Holtville staff time	City of Holtville

Housing Program	8-Year Objective	Funding Source	Responsible Agency
consistent with Section 65852.2 of the Government Code and encourage the production of second units by offering incentives.			
L. Permanent Supportive Housing Permitted By Right Comply with state law to streamline approvals for permanent supportive housing	Amend zoning or establish a formal written procedure consistent with Government Code Section 65651-65656	City of Holtville	City of Holtville

#### D. Quantified Housing Goals

**Table 48 – Quantified Housing Objectives 2021-2029** summarizes the City’s quantified objectives for the period of October 1, 2021, to October 1, 2029. These objectives represent a reasonable expectation of the maximum number of new housing units that will be constructed, households that will be assisted through housing rehabilitation or first-time homebuyer programs, and affordable units at risk that will be preserved over the eight years based on the policies and programs outlined in the Housing Element.

According to the HCD income limits, extremely low-income is described as 30 percent below the median household income. However, SCAG does not utilize an extremely low-income category. Based on the City’s needs, it is anticipated that 50 percent of the very low-income category will be utilized for extremely low-income households.

**TABLE 49**  
**QUANTIFIED HOUSING OBJECTIVES 2021–2029**

	New Construction	Rehabilitation	Conservation/Preservation
Extremely Low Income	27	3	8
Very Low Income	27	2	8
Low Income	31	5	26
Moderate Income	32	0	0
Above Moderate Income	92	0	0
<b>Total</b>	<b>209</b>	<b>10</b>	<b>42</b>

Source: SCAG, City of Holtville, 2021

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**Attachment B**  
**CC Resolution 21-25**

**HOLTVILLE CITY COUNCIL  
RESOLUTION NO. 21-25**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL APPROVING THE  
DRAFT 2021-2029 HOUSING ELEMENT DRAFT  
AND AUTHORIZAING THE SUBMITTAL OF THE DRAFT TO THE  
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**

**WHEREAS**, State law requires cities and counties to prepare and adopt a General Plan to guide the future development of a city or county which must contain certain elements, including a Housing Element which sets forth goals, policies, and programs to encourage the development of housing for all income groups and persons with special needs; and

**WHEREAS**, public workshops were held by the Planning Commission and City Council on February 16, 2021 and March 8, 2021 for public comments on housing opportunities and challenges in the City of Holtville; and

**WHEREAS**, the Planning Commission held a meeting on June 30, 2021 to hear comments and make recommendations to the City Council for the Housing Element Draft prior to submitting to the Department of Housing and Community Development (“HCD”); and

**WHEREAS**, upon hearing and considering all testimony and arguments, analyzing the information submitted by staff and considering any written comment received, the Holtville City Council considered all facts relating to the proposed amendments to the Housing Element; and

**NOW, THEREFORE, THE HOLTVILLE CITY COUNCIL DOES HEREBY  
RESOLVE, DETERMINE AND AUTHORIZE AS FOLLOWS:**

1. That based on the evidence presented at the public hearing, the City Council hereby authorizes the submittal of the Housing Element Draft, hereby incorporated as Attachment A, to HCD based on the following findings:
  - A. The project has been reviewed in accordance with the requirements set forth by the City of Holtville for implementation of the California Environmental Quality Act and the City has determined that the project is categorically exempt from the requirements of the California Environmental Quality Act.
  - B. The proposed Housing Element Draft is consistent with all other elements of the Holtville General Plan.
2. That the foregoing is true, correct and adopted.

**PASSED, APPROVED AND ADOPTED** by Holtville City Council at a regular meeting held on this 09th day of August, 2021, by the following roll call vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

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Mike Goodsell, Mayor

Attest: Nicholas D. Wells, City Manager *(Acting City Clerk)*

# City of Holtville

## REPORT TO COUNCIL

**DATE ISSUED:** August 6, 2021  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** City Manager Update

Meeting Date	<u>08/09/21</u>
Item Number	<u>5 a</u>
City Manager	<u></u>
Finance	_____
City Attorney	_____

### INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

#### COVID-19 Coronavirus

Throughout the COVID-19 shutdown, the City basically continued to function in a somewhat “normal” capacity as essential service, albeit with multiple closures of City Hall to foot traffic. Vaccinations began to roll out after the first of the year to limited distribution and some early issues, but the number of available vaccines continues to ramp up. Following the early shortages, the supply has loosened to the point vaccinations are fairly plentiful locally.

As you are aware, I kept a spreadsheet of COVID numbers reported by the County and the State of California throughout the shutdown. I discontinued updating that document on 6/15 in celebration of the loosened regulations. ***There has been some press coverage of case numbers rising in parts of the country and that has been the case here, however, to date we have not had any amendments to the health order, save a recommendation for masking indoors.***

#### WATER ENTERPRISE

**Water Treatment Plant Rehab** – Upgrades to our Water Treatment Plant are necessary to deal with past TTHM issues in our finished water supply. Additionally, it has long been recognized that replacing the aged system controls is necessary. Finally, corrosion has developed inside the 2.4-million-ion gallon water storage tank that was completed in 2010.

Financing was secured through the Clean Water State Revolving Fund (SRF) in July 2019, with a fully executed agreement received in late September. THG was selected to work along with Delta Systems to oversee preliminary design and the bidding process. Multiple delays by the funding agency subsequently slowed start of the project.

The Holt Group was engaged to serve as the RE/CM and Canyon Springs Enterprises (dba RSH Construction) as the construction contractor for the project in late 2020. Additional funding is required, however, so the bid package was forwarded to SRF with an augmentation request. Action was taken in March 2021, to award the contract for construction with or without the augmentation. A pre-construction meeting was held in mid-April. A preliminary construction schedule was discussed, but multiple submittals have muddled the actual start date. Nevertheless, the Notice to Proceed was issued in April, starting the clock on the allotted time for construction. Interaction with the Contractor points to a start of physical activities in early July. The contractor began work in June. The smaller 1.5 million gallon tank was drained and they have been working on recoating, along with various other activities. A flyer went out recently requesting that Holtville residents conserve water during the construction period. There is no reason for concern, as the current capacity is sufficient, however, we are hoping to be prepared for any contingency.

***Frank Cornejo reports that several staff training sessions have already taken place for the new electronic controls system.***

**Rate Study** – The profitability of the Water Enterprise has been problematic in recent years. Coupled with the issues listed above and the debt covenant to budget a net revenue of 120% of the annual debt service, a rate adjustment has been explored. Although California Rural Water completed some preliminary analysis in a no-cost Water Rate Study for the purposes of the SRF grant application, it is now necessary that another rate study be completed, with fresh analysis. We will be bringing this back for discussion soon.

## **PUBLIC WORKS**

### **TRANSPORTATION PROJECTS**

**Cedar Avenue Sidewalk Improvements Project (Fourth to Fifth Street)** – The Holt Group was engaged in April 2020 to complete design engineering. Designs were approved by Caltrans and Council authorized staff to proceed with procurement in early April. A site visit with staff and the City Engineer resulted in a couple of minor design “tweaks” to be completed prior to bidding, but the project was advertised for construction contractors the first week of May. Dynamic Consulting was selected as the RE/CM and Rove Engineering was the low bidder among the contractors. ***A pre-construction meeting was held last week to discuss project commencement. The contractor is currently waiting for the necessary permit from Caltrans for the Fifth Street handicap ramp. It is expected that construction will begin in September.***

**Pear Canal Undergrounding/Ninth Street Improvements (Olive to Melon)** – this project has been discussed for some time. Initial action to proceed was taken in early 2021. A deposit was forwarded to IID to begin design and a site visit with staff, the IID and City Engineer took place recently to discuss any issues that need to be addressed in design.

### **PARKS**

**Holtville Wetlands Project** – An approximately \$3 million grant through the US Bureau of Reclamation was awarded the City in late 2016. The Holt Group was selected to perform Grant Administration tasks and George Cairo Engineering for design services. The design team has been significantly behind schedule. GCE finally produced a Record of Survey that was first filed with the County in 2018. The County processed the multiple plans checks and returned them to GCE with comments to be addressed. Cairo responded to the comments and resubmitted, however, very slowly. THG and staff applied pressure throughout the process.

Representatives from BoR expressed concern about the progress in late 2020, but conversations with staff calmed the waters a bit on their end. We began monthly status conferences with BoR in March 2021. Due to difficulties we had with the design firm, we were unofficially given an 18-month extension on the grant agreement that is set to expire on July 30 of this year. The time lag has been exacerbated in the last year trying to get plans approved through the County, which has been short-staffed due to COVID. At this point, due to Burrowing Owl nesting season, we are unable to begin construction until at least August, but we are optimistic that we will be ready to go then. A letter officially requesting the extension was submitted and the BoR folks seemed satisfied on a subsequent progress call.

A geotechnical report needs to be prepared to finalize the permitting process with the County. Landmark was engaged to produce a Geotechnical report, and ***authorization to release a construction RFP is on tonight’s agenda.***

**Mellinger Alamo River Trail** – A trails funding source was brought to our attention last year and a grant application was submitted to extend the Trail to the future Wetlands area, while refitting the old railroad trestle and affecting repairs from the damage done in the Black Dog fire. A web conference with the grant agency was conducted in early July. We felt that it went well and await a positive outcome! They have subsequently asked for further information, which is a good indication of potential funding. We received word in December from the California Natural Resources Agency that the City has been awarded a \$1,262,000 grant for improvements to the Alamo River Trestle Bridge! After over a decade and a half of being somewhat unsightly and unusable, the trestle will soon be fixed cosmetically and usable for pedestrian and non-motorized traffic. We are awaiting contract documents from the funding agency, the California Natural Resources Agency, to proceed. We were also approached by River Partners, a non-profit that deals in habitat restoration, about a project that would be a good complement to our Wetlands trail spur. Action was taken in early May to support their proposed project. A site meeting between River Partners, IID officials and staff was conducted this week and the project will be moving forward to seek funding.

**Gene Layton Pool** – Significant degradation to the City Pool has occurred in the 60+ years since its construction. Necessary refurbishment and upgrades have been discussed and an application for funding under the state's Prop 65 Parks Bond Per Capita program was submitted. Some discussion took place with interested residents regarding expanding the size of the pool. It was presented that our pool was just short of the correct length for high school competition, however, further investigation revealed that it is, in fact, just longer than the standard length (50 meters vs. 50 yards), so it will remain as is. ***The City also received funding through the IID to assist in the project, so the scope is currently being revised to include other necessary items.***

## **ADMINISTRATION**

**BUILDING PERMITS** - The City has issued **65** building permits thus far in 2021. A list of permits pulled by month is available on the City's website at <http://holtville.ca.gov/section.php?id=73>.

**Melon, LLC Housing Project (± 50)** – A project has been in the works for some time at the corner of Ninth and Melon, just outside the City limits. After years of confusion regarding the process, the project's ownership group, led by John Hawk, engaged Development Design & Engineering in 2016 to assist in shepherding the project along. DD&E completed CEQA compliance, and a Mitigated Negative Declaration was adopted by the Planning Commission and City Council in late 2020.

The project was presented at Planning Commission in October 2020 and drew a good deal of public opposition. PC action pushed the project forward with a designation of allowing R-1 or R-2 development, with Council accepting the PC recommendation in November, 2020. Staff had additional meetings with the project proponent, and they currently intend to adhere to the R-2 zoning designation, which would allow up to 8 units per acre or approximately 65 units. The annexation was approved by LAFCo in February. We await further submission from the project proponent. Mr. Hawk has stated their current plan contains only detached single family homes. Staff even made some suggestions to a recent rough site plan that will potentially allow for a few additional lots on the site, which made Mr. Hawk ecstatic. ***Action to finalize the annexation is included on tonight's agenda.***

**AMG Mixed Use Development/Fern Crossing Apartments (± 44)** – Construction began on this project in February 2020, and a great deal of progress has been made. Another project of similar size and composition across Holt from the current construction was presented to Planning Commission in June and was approved. It came to our attention today through multiple sources that these apartments have now been designated specifically for farm workers. Upon investigation, it turns out that after approval, the owners of

the development applied for and received funding under a special program for that purpose. More information on the program is available here:

<https://www.hcd.ca.gov/grants-funding/active-funding/fwhg.shtml>

Payment was received for the impact fees associated with the development in early April. The contractor requested a job walk in mid-April to discuss minimum requirements to obtain a Temporary Certificate of Occupancy. Several items were noted making that seem prematurely optimistic, though, so we will continue examining that possibility. Although a good deal of finish work remains to be completed, a Temporary Certificate of Occupancy was issued in early June. ***The contractor has been in contact with staff asking for final permitting requirements.***

**AMG Sunset Rose Senior Apartments (± 33)** – A second apartment project by AMG has been proposed in the area of Third and Grape. The City was asked to apply for HOME grant funding for the project. That application was completed and submitted. Word was recently received that plan submittal is imminent on this project. In July, the City received word that the HOME Program loan has been awarded for this project. This will create some long-term oversight by the City, but it does continue to add housing. A subdivision map has been submitted for the property, which is under review.

**Sun Community FCU** – the city has been approached by Sun Community, which intends to replace their current local branch office, which is rented space, with new construction at the southeast corner of Holt and Fifth. The Planning Commission met regarding their site plan last week and approved it. Some questions regarding traffic flow have arisen and will need to be addressed as the project proceeds. A status conference was held in early March to discuss the city's requirements. Several issues were resolved, with a couple of points to be further addressed, however, construction is expected to begin in the next few months. Staff continued to meet with the construction contractor over the last few weeks and the grading plans passed this week. Construction began this month, A meeting with SCFCU officials, the contractor and staff took place last week to discuss various requirements and questions that have arisen. Much of it was cleared up, but communication is ongoing.

**Housing Element** – to stay in compliance with state edicts, the City began holding public hearings in February 2021, to garner public input in the process of updating our Housing Element. Solicitation of comments from the public is ongoing for both the Planning Commission and Council. A draft of the Housing Element was scheduled to be presented June 21 to the Planning Commission, however, a quorum could not be attained, so the meeting was postponed to the following week. ***The item was approved and forwarded to Council and is scheduled for action at the tonight's meeting.***

**Employee Trivia** – *If you heard some noise from the Sewer plant, it must have been the party they were throwing for both Frank Cornejo and Jose Luis Osuna's recent birthdays! Also, fairly quietly, I recently passed the 10-year mark working for the City of Holtville.*

**MEETINGS & EVENTS RECENTLY ATTENDED:**

- 07/12/21 Department Head Meeting City Hall
- 07/14/21 ICTC Management/CCMA Meetings Zoom Conference
- 07/15/21 WTP Project Status Meeting Zoom Conference
- 07/16 - 20/2021 NW Vacation Days (*Out of the Office*) Nipomo, CA
- 07/19/21 ~~Holtville Planning Commission Meeting~~ (*Cancelled*)
- 07/21/21 Department Head Meeting City Hall
- 07/21/21 Foreign Trade Zone Meeting Web Conference
- 07/26/21 Cedar Avenue Sidewalk Pre-Con Meeting City Hall
- 07/26/21 ~~Holtville City Council Meeting~~ (*Cancelled*)
- 07/29/21 IVECA Board Meeting Zoom Conference
- 08/02 - 03/2021 NW Vacation Days (*Out of the Office*) Phoenix, AZ

**UPCOMING EVENTS:**

- 08/09/21 Department Head Meeting City Hall
- 08/11/21 ICTC Management/CCMA Meetings Site TBD
- 08/12/21 WTP Project Status Meeting Zoom Conference
- 08/10/21 Conference w/ BoR re: *Wetlands Project Status* Web Conference
- 08/02/21 NW Vacation Day (*Out of the Office*)
- 08/03/21 Conference w/ BoR re: *Wetlands Project Status* Web Conference
- 08/11/21 ICTC Management/CCMA Meetings Site TBD
- 08/16/21 Department Head Meeting City Hall
- 08/16/21 Holtville Planning Commission Meeting City Hall
- 08/23/21 Holtville City Council Meeting (*Potentially Dark*) City Hall
- 09/06/21 Labor Day Observed (*City Hall Closed*) Holt Park
- 09/13/21 Holtville City Council Meeting
- 09/23/21 IVECA Board Meeting Zoom Conference
- 09/22 - 24/2021 CA League of Cities Annual Conference Sacramento

If you have any questions about any of the information presented, please feel free to contact me directly.

Respectfully submitted,




Nicholas D. Wells  
(760) 356-4574

**City of Holtville**  
**REPORT TO CITY COUNCIL**

**DATE ISSUED:** August 4<sup>th</sup>, 20th, 2021

**FROM:** Frank Cornejo  
Water/Wastewater Operations Supervisor

**SUBJECT:** Water / Wastewater Plant Operations & Maintenance Summary

<b>MEETING DATE:</b>		<u>08/09/21</u>
<b>ITEM NUMBER</b>		<u>5 d</u>
<b>Approvals</b>	<b>CITY MANAGER</b>	
	<b>FINANCE MANAGER</b>	
	<b>CITY ATTORNEY</b>	

***THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS REQUIRED OF THE CITY COUNCIL.***

The purpose of this report is to inform council of all operations and maintenance activities carried out at the City's Water/Wastewater treatment facilities during the period between 07/21/2021 to 08/04/21.

**Water Plant**

- RSH construction crews completed primary coating operations, and began prep work for secondary interior coating of 1.5 MG water storage tank.
- Staff completed installation of new 1000 gallon post-chlorine chemical storage tank.
- Staff completed replacement of MicroTol continuous NTU analyzer on filter unit #2.
- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

**Wastewater Plant**

- Staff repaired damaged air supply hoses on Biolac aeration chain #9.
- Staff completed annual servicing of aeration blower unit 3.
- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.


Respectfully Submitted,



Frank Cornejo.  
Water/Wastewater Operations Supervisor  
City of Holtville



**City of Holtville**  
**REPORT TO CITY COUNCIL**

MEETING DATE:		<u>08/09/21</u>
ITEM NUMBER		<u>5 e</u>
Approvals	CITY MANAGER	
	FINANCE MANAGER	_____
	CITY ATTORNEY	_____

**DATE ISSUED:** August 4, 2021

**FROM:** Alex Chavez, Public Works Foreman

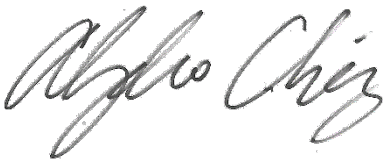
**SUBJECT:** Bi Monthly Report - Public Works

**THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS REQUIRED OF THE CITY COUNCIL.**

The purpose of this report is to inform Council of Public Works activities since the last council meeting. Public Works has been actively working on or completed the following:

- Cleared sewer plugs at different locations in town.
- Repaired water service line leaks.
- Worked with the Sheriff's Department to clean up graffiti at park and around town.
- Patch potholes in different locations in town.
- Installed 6-inch saddles at water plant.
- Installed 12 one-inch meters.
- Installed 2 ¾- inch meter.
- Replace manhole ring and cover in the alley on the 800 Blk of Cedar Ave.
- Repaired water main break on the 800 Blk. of Webb Ave.
- Repaired water main break on the 500 Blk. of Webb Ave.
- Installed 6-inch bollard on the intersection of Forth St. and Cedar Ave.

Respectfully Submitted,



Alejandro Chavez  
Public Works Foreman